

## EUROPEAN EXTERNAL ACTION SERVICE



DG Budget and Administration  
The Director-General

Brussels, 14 July 2020  
EEAS.DG BA.HR.2/CCA

Ambassadors Extraordinary and  
Plenipotentiary Permanent Representatives  
of the EU Member States

Your Excellencies,

The EEAS is launching the 2021 External Rotation Exercise for **Head of Delegation and Deputy Head of Delegation posts**.

I am pleased to attach the list of posts, the vacancy notices and the Guidelines for applications. I would be grateful for your support in ensuring that these documents are brought to the attention of potential applicants through your usual information channels.

The deadline for submitting applications is **Monday 14 September 2020** at 12.00 CET.

As in previous years, applications may only be made via the e-Application system.

The selection procedures will be organised as quickly as possible after the deadline, in line with our commitment to expedite our rotation procedures. We will endeavour to inform candidates after each stage of the process about whether or not their application will go forward to the next stage.

In making final decisions on the candidates selected for the posts, the Appointing Authority may need to take into account the budgetary situation, and its implications for the ability of the EEAS to recruit from external sources.

Yours faithfully,

Gianmarco Di Vita

cc: Ms Helga Maria Schmid, Secretary-General; Messrs Stefano Sannino, Enrique Mora, Charles Fries, Deputy Secretaries-General, EEAS; Mr William Shapcott, GSC; Ms Ilze Juhansone, SG; Mr Koen Doens, DG DEVCO; Ms Paraskevi Michou, DG ECHO; Mr Christian Danielsson, DG NEAR; Ms Sabine Weyand, DG TRADE; Ms Gertrude Ingestad, DG HR; Ms Hilde Hardeman, FPI; EU Institutions HR Contact Points

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