



**Council of the European Union**  
General Secretariat  
DG ORG - Directorate for Human Resources  
*The Director*

Her/His Excellency the Ambassador

Permanent Representative of the  
Member States to the  
European Union

(by email)

Brussels, 17 January 2022

**Subject: Secondment to the Council General Secretariat of national experts specialised in the fight against organised crime**

Ref.: SNE/1/2022 (JAI B)

Dear Madam/Sir,

On 5 December 1997, the Council adopted the Joint Action 97/827/JHA establishing a mechanism for peer evaluation which enables Member States to evaluate the implementation by each of them of instruments of cooperation intended to combat international organised crime. The General Secretariat of the Council supports this action with a team of three national experts to assist successive Presidencies in implementing the evaluations.

For that purpose, I wish to inform you that the General Secretariat of the Council intends to recruit a seconded national expert. The expert will be involved in the organisation of the system of peer evaluations, carried out by the Presidency together with the General Secretariat and experts from the Member States, but may also be assigned to other issues dealt with by the Evaluations in the field of Justice and Home Affairs and Drugs policy Unit.

The duration of the secondment is two years, with the possibility of extension to a maximum of four years in total. Please note that according to Article 5 of Council Decision 2015/1027/EC, this secondment could be extended for an additional period of up to two years in exceptional cases.

The qualifications and experience required are set out in the Annex.

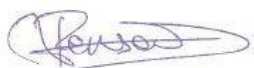
The conditions of the secondment, including allowances paid by the Council, are set out in the Council Decision of 23 June 2015 on the rules applicable to national experts on secondment to the General Secretariat of the Council (2015/1027/EC, OJ L 163, 30.06.2015, repealing Decision 2007/829/EC). According to Article 2 of this Decision, seconded national experts should be nationals of an EU Member State. Member States are hereby invited to propose candidates qualified for this post.

I would be grateful if proposals indicate the national contact point(s) responsible for each candidate's submission. Submissions shall be accompanied by a curriculum vitae detailing all posts held until present as well as education, and by a letter stating the motivation for the application. Replies to this letter should be sent by e-mail, no later than **16 February 2022, 18:00 pm Brussels time**, to the following address: [sne.recruitment@consilium.europa.eu](mailto:sne.recruitment@consilium.europa.eu).

The Evaluations in the field of Justice and Home Affairs and Drugs policy Unit from DG JAI together with the Human Resources Directorate, shall examine the applications received, decide which candidates to shortlist, and conduct the interviews. The Appointing Authority shall decide on the appointment based on the outcome of the selection procedure. The General Secretariat of the Council may also decide to use the list of suitable candidates to cover possible future vacancies of the same profile.

If necessary, further information can be obtained from the General Secretariat of the Council by contacting Ms Mailys Ramonatxo  
([mailys.ramonatxo@consilium.europa.eu](mailto:mailys.ramonatxo@consilium.europa.eu) - Tel. +32 2 2819458, or +32 495795952)

Sincerely yours,



## **Annexes**

Annex 1 - Job description

**Seconded National Expert (SNE)  
at the General Secretariat of the Council of the European Union**

**DG JAI,  
Unit JAI.B "Evaluations in the field of Justice and Home Affairs and Drugs policy"**

Ref.: SNE/1/2022 (JAI B) - 1 post (312841)

**Job description**

**A. Main tasks and responsibilities**

Under the authority of the head of Evaluations in the field of Justice and Home Affairs and Drugs policy Unit, working with Council officials and other SNEs, the expert will have to perform the following tasks:

- Advise and assist the Presidency in the implementation of its programme, in particular in relation to the files covered by the Unit;
- Participate in the evaluations carried out by the Council for the 9th round and for the incoming 10th round dedicated to certain aspects of the practical application of the some mutual recognition instruments, including by participating in evaluation visits and drafting reports;
- Deal with the priorities set by the Presidency of the Council for legislative and non legislative files;
- Work in close collaboration with other departments of the Council General Secretariat, with the European Commission, with the Member States and with the agencies and bodies in the Area of Justice and Home Affairs, such as Europol or Eurojust.

## **B. Qualifications and experience required**

- A level of education which corresponds to completed university studies of at least three years attested to by a diploma, or equivalent vocational training attested to by a diploma or a certificate issued by an institute for advanced studies in a relevant field or by an institute or an academy such as a national school of magistracy or police;
- Professional experience of at least three years in the field of justice cooperation, either from a justice organisation, a prosecuting office or a court, preferably in the area of organised crime, or in the field of execution of judicial cooperation acts;
- Knowledge of international judicial cooperation or of instruments of the EU on judicial cooperation, such as the European Arrest Warrant and the European Investigation Order;
- A thorough knowledge of one official language of the European Union and a satisfactory knowledge of a second language. In practice, in the interest of the service, a thorough oral and written command of English is required, as drafting and editing skills are particularly needed,. Knowledge of French would be an asset.

The official languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish.

## **C. Conditions and skills required**

- Sound drafting and communication skills (oral and written);
- Discretion;
- The ability to manage a heavy workload and to work effectively as a team member in a multinational environment;
- Good management and organisational skills;
- Flexibility, adaptability and autonomy;
- Strong sense of initiative.

#### **D. Security clearance**

National security clearance at EU SECRET level. Such clearance needs to be obtained by the candidate from his/her competent authorities before secondment to the General Secretariat of the Council. The validity of the clearance should cover the entire period of the secondment. In the absence thereof, the General Secretariat reserves the right to refuse the candidate's secondment as a national expert.

#### **E. General conditions**

Applicants must:

- be nationals of one of the Member States of the European Union and enjoy full rights as a citizen;
- have fulfilled any obligations imposed by the laws concerning military service.

The General Secretariat of the Council applies an equal opportunities policy.

For more information relating to the selection, please contact:

Ms Mailys Ramonatxo ([mailys.ramonatxo@consilium.europa.eu](mailto:mailys.ramonatxo@consilium.europa.eu) Tel. +32 2 2819458, or +32 495795952)

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