



## LIETUVOS NUOLATINĖ ATSTOVYBĖ EUROPOS SĄJUNGOJE

Biudžetinė įstaiga, Rue Belliard 41-43, 1040 Briuselis, Belgija, tel. + 32 2 771 01 40

El. p. [office.eu@urm.lt](mailto:office.eu@urm.lt), <http://www.eu.mfa.lt>

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Viešojo valdymo agentūrai  
LR užsienio reikalų ministerijai  
LR vidaus reikalų ministerijai  
LR krašto apsaugos ministerijai

2026-08-

Nr. (76.2.5E) S76-

### DĖL NAUJŲ DARBO SKELBIMŲ PERSIUNTIMO

Persiunčiame Europos išorės veiksmų tarnybos (EIVT) raštą, kuriuo informuojama apie naujus darbo skelbimus įvairioms pareigybėms.

PRIDEDAMA: 17 lapų.

Vyriausiasis patarėjas,

Tomas Gražiūnas

Laikinais atliekantis Lietuvos nuolatinio atstovo Europos Sąjungoje funkcijas

# EUROPEAN EXTERNAL ACTION SERVICE



DG Resource Management  
The Director-General

Brussels,  
EEAS.DG RM.BHR.3

To Permanent Representatives of the  
Member States of the European Union

Your Excellency,

I am pleased to inform you that we are looking for one 'co-financed' National Expert for secondment to the European External Action Service (EEAS), see vacancy notice enclosed, within the framework of the 04/02/2014 Decision of the High Representative and, more particularly, its Article 16.

This National Expert will be seconded to the Security and Defence Policy Directorate (MD-PSD.SECDEFPOL).

I would be obliged if you could forward the enclosed profile to the various relevant Ministries as well as to PSC Ambassadors in order to generate adequate applications.

Applications should be sent by your Permanent Representation only by email to the Division EEAS.RM.BHR.3 'Selection and Recruitment' at the following address: [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu), and not directly to SECDEFPOL Directorate.

**Candidates shall draft their CV and a motivation letter in English or in French** in a PDF or Word version, following the European CV form which can be found at the following internet address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Only applications received in the above mentioned format by **15 October 2026** will be considered for this call for applications.

My services will examine the applications and organise the selection interviews as soon as possible.

**Please note that the possession of a security clearance (minimum level EU SECRET/SECRET UE) is required for this post.**

I would like to invite you to draw the attention of the various relevant Ministries and services to the proper treatment of personal data and inform them that the EEAS implements data protection rules according to Regulation (EU) 2018/1725 of the European Parliament and of the Council. Consequently, possible applicants should be informed that their CV will be circulated to the EEAS services involved in the selection and management of their possible secondment.

Thank you very much for your cooperation.

Yours faithfully,

Kristin de PEYRON  
<e-signed>

Encl.:           - Decision of the High Representative of 04/02/2014;  
                  - Vacancy notice

Cc:             Mr Stadejek, Director MD-PSD.SECDEFPOL

## **EEAS Vacancy Notice**

### **Seconded National Expert / Counter Terrorism and Security MD-PSD.SECDEFPOL Directorate**

#### **Policy Officer - Counter-Terrorism in MD-PSD.SECDEFPOL.3.SEC1**

**CO-FINANCED**

**AD level post**

**Job No 438406**

#### **We are:**

The European External Action Service (EEAS) supports the High Representative in the exercise of her mandate to conduct and implement an effective and coherent EU Common Foreign and Security Policy (CFSP), of representing the EU and of chairing the Foreign Affairs Council. It also supports the High Representative in her capacity as Vice-President of the Commission with regard to her responsibilities within the Commission in the external relations field including the coordination of other aspects of the EU's external action. The EEAS works in close cooperation with the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

#### **We propose:**

The position of Seconded National Expert on counter-terrorism (CT) for Africa within the EU's Network of Counter-Terrorism and Security Experts. S/he will be based at HQ in Brussels. The Expert will report to the EEAS Counter Terrorism Special Envoy/Head of Counter Terrorism SECDEFPOL.3 Division and to the Head of CT Experts' Network Sector. The position constitutes a "co-financed" secondment, i.e. salary, insurances, accommodation and other costs are to be paid by the EU MS as appropriate and specific allowances to be paid by the EEAS. The Expert will be required to travel to relevant regions, as appropriate.

Overall purpose: contribute to the EU work on Counter Terrorism and prevention of violent extremism conducive to terrorism with focus on Africa, in close cooperation and coordination with CT Experts posted in Delegations in Africa, other team members of the EEAS Counter Terrorism Division (SECDEFPOL 3), other services of EEAS, the European Commission, Member States and the Counter Terrorism Coordinator.

The focus of the job would be twofold: 1) horizontal Africa wide and 2) regional: Central Africa Republic, Democratic Republic of Congo, Chad and Sudan.

The Expert's role would involve inter alia monitoring terrorist related trends and strategies of key non EU actors in CT across Africa, advising on and preparing strategies to address the relevant terrorist threats, including providing expertise and ideas for specific Counter Terrorism financial cooperation activities in Africa. S/he will also follow Africa-related CT multilateral initiatives/workstrands including in the framework of UN, Global Coalition against Daesh and Global Counter Terrorism Forum.

#### **We are looking for:**

The European External Action Service (EEAS) is seeking a dynamic and highly motivated colleague to occupy the post of Seconded National Expert (SNE) based at HQ in Brussels, covering counter terrorism and related security issues across the African continent.

The Expert will:

- Lead on activities and initiatives relating to 1) Africa horizontally and 2) Central Africa Republic,

Democratic Republic of Congo, Chad and Sudan;

- Act as a contact point for action, activities and initiatives relating to Africa within the multilateral frameworks, notably UN, Global Coalition against Daesh, Global Counter Terrorism Forum;
- Contribute to the preparation of and follow up to the relevant Counter Terrorism Dialogues, consultations and visits/meetings with African countries as per job description and African continental and regional counterparts on Counter Terrorism;
- Prepare concept notes, analytical inputs; contribute to briefings, provide expertise and other contributions as required;
- Contribute to identification, formulation and implementation of EU policies, programmes, projects and activities on counter-terrorism in Africa horizontally and in Central Africa Republic, Democratic Republic of Congo, Chad and Sudan.
- Liaise with the Network of EU Counter Terrorism/Security Experts in mainstreaming action on countering terrorism and preventing violent extremism conducive to extremism on the African continent;
- Cooperate closely with the relevant services within EEAS, European Commission, Member States and CTC office.

### **Legal basis:**

- This vacancy is to be filled in accordance with the EEAS Decision of the High Representative of the Union for Foreign Affairs and Security Policy HR DEC(2014) 01 of 04/02/2014 establishing the rules applicable to National Experts seconded to the European External Action Service.

### **Eligibility criteria:**

Candidates must:

- a) Be drawn from public administrations in Member States, from international organisations or, only in exceptional cases and with prior authorisation from other sources;
- b) Have at least three years' full-time experience of administrative, scientific, technical, advisory or supervisory functions equivalent to those of function groups AD or AST as defined in the Staff Regulations of Officials of the European Union and the Conditions of Employment of other servants of the Union<sup>1</sup> or, where justified in the interests of the service, professional training of an equivalent level.<sup>2</sup>;
- c) Have a thorough knowledge of one Union language and a satisfactory knowledge of a second language for the performance of his/her duties;
- d) Have a security clearance of minimum level **EU-SECRET/SECRET-UE** for the functions that he/she will carry out;

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<sup>1</sup> Regulation (EEC, Euratom, ECSC) No 259/68 of the Council of 29 February 1968 (OJ L 56, 4.3.1968, p.1) and successive amendments.

<sup>2</sup> Staff Regulations of Officials (SR) and the Conditions of Employment of Other Servants of the European Union (CEOS). For reference, see: <https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1570023902133&uri=CELEX:01962R0031-20190101>

- e) Remain in the service of the employer throughout the period of secondment and shall be paid by that employer;
- f) Remain subject to the social security legislation applicable to the public administration, international administration or entity which employs the SNE and which will assume responsibility for expenses incurred abroad. In case of posting to an EU Delegation, the employer certifies that the SNE is covered for medical expenses incurred at the place of secondment, as well as costs of repatriation on health grounds throughout the full period of secondment;
- g) Ensure that there is no conflict of interest and that he/she will, at all times, safeguard the independence and coherence of EU foreign policy as well as the integrity and confidentiality of EU documentation, information and procedures.

## **Selection criteria:**

### **A. Qualifications and experience required**

- Have relevant professional experience of at least 5 years, preferably in the Ministry of Foreign Affairs, Ministry of Interior, Ministry of Justice or Police, or other relevant service/institution with focus on counter terrorism, de-radicalisation, prevention of violent extremism, peace and security.
- Have extensive knowledge of the above-mentioned policy areas in the context of counter terrorism/security policies in Member States or international organisations.
- Good working knowledge of the EU (institutional) environment and instruments in the area of external and peace/security policy would be an advantage.
- Experience in working on Africa and field experience will be an advantage.

### **B. Skills required**

- Be a team worker
- Very good drafting and reporting skills
- Good organisational skills, the ability to work under pressure and to tight deadlines, and to manage multiple tasks, as well as unexpected demands.
- Excellent analytical capability
- Excellent coordination and communication skills.
- Rapid grasp of problems and the capacity to identify issues and solutions.
- Excellent negotiating skills and the ability to thrive in a multicultural environment.

### **C. Languages**

- Fluency in English and French

### **D. Personal Qualities**

- Dynamic, motivated and flexible personality. Candidates must be able to maintain the highest standards of personal and professional integrity and impartiality. They must exercise discretion with regard to all information received in the performance of their duties.

## **Equal opportunities**

- The EEAS is committed to an equal opportunities policy for all its staff and applicants. The EEAS is committed to promoting gender equality and to preventing discrimination on any grounds. It

actively welcomes applications from all qualified candidates from diverse backgrounds and from the broadest possible geographical basis amongst the EU Member States. We aim at a service which is truly representative of society, where each staff member feels respected, is able to give their best and can develop their full potential.

- Candidates with disabilities are invited to contact [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu) in order to accommodate any special needs and provide assistance to ensure the possibility to pass the selection procedure with equal opportunities as other candidates. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Art 1(d) (4) of the Staff Regulations.

### **Conditions of secondment**

SNEs shall remain in the service of their employer throughout the period of secondment and shall continue to be paid by that employer. The EEAS will provide for the allowances in order to contribute to cover the SNE's living expenses in the place of secondment on a flat-rate basis. These allowances shall not be construed as remuneration paid by the EEAS.

Duration of the secondment: Initial period up to two years, renewable up to 4 years

#### **Co-financed SNEs shall be entitled to:**

- daily allowance (**45.16 €/per calendar day for the distance 0-150km or 180.65 €/calendar day for the distance >150 km<sup>3</sup>**) throughout the period of secondment;
- monthly allowance calculated on the basis of the distance between the place of origin (the employer's head office) and the place of secondment (**between 0 to 1019.33 €/month<sup>4</sup>**);
- reimbursement of travels take up duties/end of secondment on a flat-rate basis (if not paid by the employer).

The EEAS will cover:

- costs of professional travels (missions) incurred by the SNE posted in the EEAS HQ;
- accident insurance 24/7 for SNE (not family members).

Other expenses such as removal costs, allowances, salary, insurance, schooling (while the SNE maintains the right to enrol the children in an [European School Type I](#))<sup>[5]</sup> and costs related to the enrolment to the Interinstitutional nurseries or the After-school centre managed by the early childhood centre of the European Commission shall not be covered by the EEAS. However, in case the SNE makes use of these two facilities for their dependent children, the EEAS shall recover any invoiced cost (including the institutional and the parental contribution) from the Seconded National Expert concerned on a yearly basis. For further information, please contact [RM-01-COORDINATION@eeas.europa.eu](mailto:RM-01-COORDINATION@eeas.europa.eu).

#### **Vacancy immediately available**

**Place of secondment: Brussels, Belgium**

#### **For further information, please contact:**

Administrative questions: [SNE-CSDP@eeas.europa.eu](mailto:SNE-CSDP@eeas.europa.eu)

Selection and profile related questions: Anna Strzaska, CT Special Envoy/Head of Division, phone number: +32 460 84 11 75

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<sup>3</sup> Daily allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

<sup>4</sup> Monthly allowance Decision of the Director General for Budget and Administration of the European External Action Service adjusting the allowances provided for in Decision HR DEC(2014) 01 of 4 February 2014 - ADMIN(2026) 1 of 19/01/2026

<sup>[5]</sup> <https://www.eursc.eu/en/Accredited-European-Schools/About>



## **External Publication**

### **Vacancy Notice 2026/145– HQ (AD) Policy Officer - Libya in the North Africa Division (POL.MENA.3)**

#### **Type of post “Administrator”**

**Job no. 152541**

**Eligibility grade for EU officials and current temporary agents under Article 2(e) of the CEOS: AD 5 – AD 12 / Grade of recruitment for candidates from the Member States<sup>1</sup>: AD 7**

#### **WE ARE**

The European External Action Service (EEAS) is the European Union’s diplomatic service. Since 2011, the EEAS carries out the EU’s Common Foreign and Security Policy (CFSP) to promote peace, prosperity, security, and the interests of the EU across the globe. It brings together European civil servants, diplomats from EU Member States, national experts and local staff worldwide.

The EEAS supports the High Representative in the exercise of her mandate to steer the Union’s CFSP, including the Common Security and Defence Policy (CSDP), to represent the EU on issues relating to the CFSP and to chair the Foreign Affairs Council. It also supports her as Vice-President of the Commission with regard to her responsibilities within the Commission, including the coordination of other aspects of the EU’s external action. The EEAS works in close cooperation with the EU Member States, the General Secretariat of the Council, the services of the Commission and the Secretariat General of the European Parliament.

The EEAS Headquarters are in Brussels. It is also responsible for the management of the network of 145 Union Delegations and Offices worldwide. These Diplomatic Representations play a vital role in representing the EU in the country where they are based, in promoting the values and interests of the EU, and in building networks and partnerships. They are responsible for all policy areas of the relationship between the EU and the host country/organisation.

Within the EEAS, the North Africa Division is a dynamic and inspiring team responsible for the management of relations with Algeria, Egypt, Libya, Morocco, and Tunisia as well as matters relating to regional cooperation in North Africa. We monitor political developments in the region, carry out policy analysis and formulate new policy initiatives. We ensure the coherence of policies and instruments through liaising with other European institutions as well as with international partners and organisations. In coordination with Commission services and EU Delegations, we contribute to the multiannual programming of development cooperation with countries in North Africa.

#### **WE PROPOSE**

The post of Policy Officer Libya.

We are looking for a highly motivated colleague who will work as co-desk on Libya (with one other colleague). The selected candidate will also need to be ready to contribute to other horizontal tasks. The post requires dedication and personal investment, but

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<sup>1</sup> Candidates from the Member States are candidates from the national diplomatic services, in line with Article 98(1), first subparagraph of the Staff Regulations.

provides the opportunity to develop regional expertise and a broad skill set in a demanding but intellectually rewarding environment.

Under the authority of the Head of Division and Deputy Head of Division, the successful candidate will:

- Monitor and analyse political, security and economic developments in Libya as well as related developments in relations with other countries in the MENA region and globally. Relations with countries in North Africa, the wider Mediterranean, the Sahel, other parts of Africa as well as the Gulf are of particular importance;
- Contribute to policy formulation in all relevant areas, including the economy, energy, migration and CSDP;
- Contribute to the implementation of EU policy on Libya;
- Prepare high/senior level meetings and parliamentary contacts;
- Coordinate with other EEAS departments and with the Commission, the Council, and the European Parliament;
- Establish a network of contacts with international organisations, non-governmental actors and economic representatives as well as national representatives and civil society;
- Contribute to the daily functioning of the North Africa division, including preparing correspondence, draft replies to parliamentary questions, briefings for senior management and the political level, participation in staff meetings;

The position is challenging and varied, involving frequent contacts within the EEAS, with other EU institutions as well as external interlocutors. It requires a sense of initiative and genuine team spirit. The work is fast-paced within a politically complex environment, both internally within the EU and externally, and includes crisis-response situations.

This position is classified as an "Administrator" type of post<sup>2</sup> in the grade bracket AD 5 – AD 12.

If selected for the post, candidates from the Member States will be recruited at grade AD 7.

Current EEAS temporary agents to whom Article 2(e) of the Conditions of Employment of Other Servants (hereafter, the "CEOS") applies and who have a higher grade than the one determined above for candidates from the Member States shall retain their current grade in case of selection for the post. If their grade is below the one set for candidates from the Member States, they will be reclassified at grade AD 7.

Candidates who, at the time of their application, are temporary agents under Article 2(e) of the CEOS currently employed in the EEAS should be in a position to serve during the full duration of the assignment of the post, which is in principle four years, within the limits provided for by Article 50(b)(2) of the CEOS<sup>3</sup>.

## **PLACE and DATE OF EMPLOYMENT**

**EEAS Headquarters, Brussels, Belgium**

**Post available:** immediately

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<sup>2</sup> According to Annex I to the Staff Regulations and the relevant EEAS internal rules.

<sup>3</sup> Decision ADMIN(2023) 24 on the maximum duration of engagement by the European External Action Service of non-permanent staff under successive limited duration contracts of different types, and on the minimum lapse of time between successive contracts under Article 2(e) of the CEOS.

## LEGAL BASIS FOR RECRUITMENT TO THIS POSITION

The successful candidate for this position will be:

- appointed in accordance with Article 29(1)(a) or 29(1)(b) of the Staff Regulations (hereafter, the "SR") if they are an EU official;
- recruited in accordance with Article 29(1)(a) and Article 98(1), first subparagraph, of the SR and Article 2(e) of the CEOS if the candidate comes from the national diplomatic service of a Member State or reassigned if they are a temporary agent to whom Article 2(e) of the CEOS applies;
- recruited in accordance with Article 29(1)(c) of the SR (competition laureates) if it was not possible to fill the vacant post through any of the previous possibilities mentioned.

## WE LOOK FOR

### **Eligibility Criteria**<sup>4</sup>

#### **- General**

In addition to the conditions set out in Article 28 of the SR for EU officials or in Article 12 of the CEOS for temporary agents, candidates must:

1. be an EU official, an EEAS temporary agent to whom Article 2(e) of the CEOS applies or a member of staff from the national diplomatic service of a Member State;
2. have the capacity to work in the languages of the CFSP and external relations (English and French);
3. have at least 2 years' proven, pertinent experience in external relations.

EPSO and EEAS internal competition laureates who are on a valid reserve list established in accordance with Article 30 of the SR may have their applications considered only in the event that no suitable candidate can be found among candidates covered by Article 29(1)(a) and Article 98(1), first subparagraph of the SR, or by Article 29(1)(b) of the SR;

#### **- Specific eligibility criteria for EU officials and temporary agents to whom Article 2(e) of the CEOS applies**

1. EU officials or temporary staff to whom Article 2(e) of the CEOS applies must occupy a post in the grade bracket AD 5 – AD 12, or have occupied such a post before their change in administrative status in accordance with Article 35 of the SR, or occupy an AST post and be on the list drawn up according to Article 45(a)(c) of the SR (certification list).
2. Due to the need to ensure sound financial management of the limited financial resources and given the fact that the assignment of a staff member to a Delegation has important budgetary and business continuity implications, candidates currently serving in a Delegation will be eligible only if the deadline for applications is less than six months from the end of their current posting. Other applications may only be considered in the interest of the service.
3. Due to the need to ensure business continuity, applications from candidates who have less than two years in their current post in Headquarters at the date of their application are not eligible. Their application may only be considered in the interest of the service.
4. Candidates who, at the time of the application, are EU officials, independently of their administrative status under Article 35 of the SR, cannot request to be

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<sup>4</sup> All the eligibility criteria must be met on the closing date for applications for this post.

recruited as temporary agents. In the case of applications from EU officials on leave for personal grounds, successful candidates will be reinstated into active employment within the meaning of Article 35(a) of the SR.

5. Candidates who, at the time of the application, are temporary agents to whom Article 2(e) of the CEOS applies must be in a position to serve the full duration of the assignment before reaching the age of retirement foreseen under Article 52(a) of the SR, applicable to temporary agents by virtue of Article 47(a) of the CEOS.
6. Candidates who, at the time of the application, are temporary agents to whom Article 2(e) of the CEOS applies, must provide a **new certificate** issued by their Ministry of Foreign Affairs<sup>5</sup> (hereafter, the "MFA") containing the same elements as requested for candidates from the national diplomatic services of the Member States (see specific eligibility criteria for candidates from the national diplomatic services of the Member States).
7. Candidates who, at the time of their application, are temporary agents to whom Article 2(e) of the CEOS applies, must also fulfil the general eligibility criteria, as well as the specific eligibility criteria for candidates from the Member States.

**- Specific eligibility criteria for candidates from the national diplomatic services of the Member States to be recruited in accordance with Article 98(1), first subparagraph, of the SR and Article 2(e) of the CEOS**

In line with Article 12 of the CEOS and in accordance with the needs of the service, candidates from the national diplomatic services of the Member States must:

1. Possess a level of education:
  - a. which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more; OR
  - b. which corresponds to completed university studies attested by a diploma and relevant professional experience of at least one year when the normal period of university education is at least three years<sup>6</sup>.
2. Have gained at least **6 years' full time professional experience**. This experience must have been gained after obtaining the four-year diploma or after obtaining the three-year diploma and the one year relevant professional experience.

Candidates must indicate their level of education and professional experience on the application form.
3. The candidates shall provide a certificate issued by the national diplomatic service/MFA of their Member State of origin<sup>7</sup>, which contains at least the following elements:
  - the post for which the candidate applies;
  - confirmation that the candidate is a staff member in active service in their national diplomatic service at the time of the application, either as a government official/civil servant or under a permanent employment relationship with the MFA; or that they have the same status/employment relationship at another national administration of their Member State and are on formal secondment to their MFA or an entity placed under the authority of the MFA such as an embassy, a permanent representation or a mission of the Member State accredited to an international organisation;
  - endorsement by the MFA of their application for the post;
  - a guarantee of immediate reinstatement at the end of their period of service

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<sup>5</sup> Notwithstanding national terminology that may vary from one Member State to another.

<sup>6</sup> The minimum of one year of professional experience required under (b) counts as an integral part of the above qualification and cannot be included in the professional experience required under point 2.

<sup>7</sup> See corresponding certificate annexed to the present vacancy notice

with the EEAS, as required under Article 50(b)(2) of the CEOS.

Model of the abovementioned certificate is provided in **Annex I** of this vacancy notice.

If candidates are unable to provide this document from the MFA of their Member State of origin, their application will be deemed ineligible.

Candidates must be in a position to serve the full duration of the assignment within the duration of their service with the EEAS or before reaching the age of retirement foreseen under Article 52(a) of the SR, applicable to temporary agents by virtue of Article 47(a) of the CEOS.

Candidates from the national diplomatic services of Member States, who have served continuously 8 or up to the maximum of 10 years as temporary agents under Article 2(e) of the CEOS pursuant to Article 50(b)(2) of the CEOS, are not eligible before a lapse of at least 2 years from the termination of their last contract under Article 2(e) of the CEOS<sup>8</sup>.

### **Selection Criteria:**

Candidates should have:

- an excellent ability to maintain diplomatic relations and to ensure representation, communication and management in a complex, multicultural environment;
- an excellent capacity to create constructive working relations with national authorities, civil society, international organisations and EU Member States;
- strong drafting, communication and analytical skills combined with sound judgement;
- excellent knowledge of the EU's internal and external policies and instruments, and of the functioning of the Union and its inter-institutional framework;
- experience and knowledge of CFSP, CSDP, crisis response and migration policy;
- excellent communication skills and the ability to establish and maintain a network of contacts both within and outside the EEAS;
- the capacity to perform a diversity of tasks in a complex institutional environment accurately and flexibly;
- be fluent in English and French (both orally and in writing);
- the ability to integrate and perform well within a team;
- experience in preparing, participating in and conducting negotiations;
- have knowledge of and/or proven experience in programming and project management.

Furthermore:

- experience in working within multi-disciplinary and multicultural teams;
- experience in working for or with EU institutions;
- knowledge of Arabic;

would be considered assets.

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<sup>8</sup> Decision ADMIN(2023) 24 on the maximum duration of engagement by the European External Action Service of non-permanent staff under successive limited duration contracts of different types, and on the minimum lapse of time between successive contracts under Article 2(e) of the CEOS.

## TYPE AND DURATION OF CONTRACT FOR NEW TEMPORARY AGENTS

The successful candidate will be offered a contract of temporary agent under Article 2(e) of the CEOS. Such contracts may not exceed 4 years in duration; their expiry will as far as possible be aligned with the usual date of mobility at Headquarters (currently 31 August each year).

All newly engaged temporary staff will be required to complete a probationary period of 9 months, in accordance with Article 14 of the CEOS.

## CONDITIONS OF RECRUITMENT AND EMPLOYMENT

### CONFLICT OF INTEREST AND SECURITY RISKS

As a matter of policy, applications by individuals who have dual nationality of which one of a non-EU country, will be considered on a case-by-case basis taking account in particular of the functions attributed to the vacant post. The EEAS also examines if there could be a conflict of interest or security risks.

In this context, **all candidates shall fill with their application a declaration of potential conflict of interest (Annex II).**

### MEDICAL CLEARANCE

If the successful candidate is not an EU official or a temporary agent currently employed in the EEAS, he/she will be required to undergo a medical examination to ensure that he/she is physically fit to perform the duties.

### PERSONNEL SECURITY CLEARANCE

The requested level of security clearance for this post is: SECRET UE/EU SECRET. A description of the EU classified information levels is available under Article 2 of Annex A of the [Decision ADMIN\(2023\) 18 on the security rules of the EEAS](#)<sup>9</sup>.

The selected candidate should hold, or be in the position to obtain, a valid Personnel Security Clearance (hereafter, the "PSC")<sup>10</sup> issued by the competent authority of the Member State concerned.

Candidates who do not already have a valid PSC will be required to go through the security clearance vetting procedure of their Member State to obtain this clearance in accordance with national laws and regulations and with the procedure laid down in the [Decision ADMIN\(2025\) 42 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information of 20 November 2025](#) and in Annex A I of the [Decision ADMIN\(2023\) 18 on the security rules of the EEAS](#). Until the PSC is issued by the competent authority of the Member State concerned, the selected candidate will not be authorised to access EUCI at the level of CONFIDENTIEL UE/EU CONFIDENTIAL or above, or to participate in any meetings or workflow where EUCI is processed.

Please note that the necessary procedure for obtaining a PSC can be initiated on request of the employer only, and not by the individual candidate.

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<sup>9</sup> OJ C 263, 26 July 2023, p.16.

<sup>10</sup> The 'Personnel Security Clearance' is defined under point 2 of Annex A I of the Decision ADMIN(2023) 18 on the security rules of the EEAS as "a statement by a competent authority of a Member State which is made following completion of a security investigation conducted by the competent authorities of a Member State and which certifies that an individual may, provided his 'need-to-know' has been determined, be granted access to EUCI up to a specified level (CONFIDENTIEL UE/EU CONFIDENTIAL or above) until a specified date; the individual thus described is said to be 'security cleared'."

In case of failure to obtain or renew the required PSC, the AACC may take the appropriate measures in accordance with Article 7 of the [Decision ADMIN\(2025\) 42 on Implementing Rules and Procedures for Personnel Security measures for protection of EU Classified Information of 20 November 2025](#).

## **EQUAL OPPORTUNITIES**

The EEAS strives to be a dynamic, respectful and inclusive Service. We value the talent and professional excellence of our staff, and are committed to building an organisation where gender equality and the respect of diversity are core values, as set out in the EEAS Mission Statement and the EEAS Agenda for Diversity and Inclusion. The EEAS is committed to achieving gender balance within its workforce and strives to avoid any form of discrimination during this selection procedure, as per Article 1(d) of the SR. We actively welcome applications from all qualified candidates without any discrimination based on any ground. We commit to recruit candidates with the highest standard of ability, efficiency and integrity, carrying out a selection based on merits required for the post and from the broadest possible geographical basis among the EU Member States.

The EEAS is committed to working with people with disabilities in the terms of the SR. If, by virtue of your medical condition or special needs, you require reasonable accommodation for a part or the entirety of this selection process, please send us an email to [EEAS-HQ-APPLICATIONS-AD@eeas.europa.eu](mailto:EEAS-HQ-APPLICATIONS-AD@eeas.europa.eu). Your request will be treated in strict confidence and no record will be kept. If a candidate with a disability is selected for a vacant post, the EEAS is committed to providing reasonable accommodation in accordance with Article 1(d)(4) of the SR.

All selected candidates are expected to adhere to the Principles of Professional Behaviour of the EEAS, which outline the need for integrity, transparency, respect, professionalism and accountability, and a zero tolerance approach to any form of harassment

## **APPLICATION AND SELECTION PROCEDURE<sup>11</sup>**

The selection procedure will take place in three different and successive steps:

### **1. Application**

Before submitting their application, candidates should carefully check whether they meet all the eligibility criteria applicable to their situation in order to avoid automatic exclusion from the selection procedure.

Candidates must apply through the online system:

<https://eapplication.eeas.europa.eu>

To log on to the system, an EU Login account is required. Candidates without an account can register through the afore-mentioned link or here: [https://trusted-digital-identity.europa.eu/index\\_en](https://trusted-digital-identity.europa.eu/index_en). Candidates who are existing EU staff members with a corporate EU Login account should use that account for their application. In case of technical issues, you may refer to the [EU Login user portal](#) for further assistance or use the helpdesk facility via the "Contact Support" function.

During the online application procedure, candidates will have to upload their CV, motivation letter (in English or French) and the declaration of potential conflict of interest (**Annex II**).

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<sup>11</sup> Your personal data will be processed in accordance with Regulation (EC) 2018/1725. The privacy statement is available on EEAS webpage: [https://www.eeas.europa.eu/eeas/eeas-privacy-statement-data-protection-notice-purpose-processing-personal-data-related-recruitment-0\\_en](https://www.eeas.europa.eu/eeas/eeas-privacy-statement-data-protection-notice-purpose-processing-personal-data-related-recruitment-0_en)

Candidates are invited to use the "Europass" CV format (<https://europa.eu/europass/en/create-europass-cv>) for their applications.

Candidates from the Member States will, in addition, have to upload a copy of their passport/ID and the certificate issued (within the past 6 months) by the MFA of their Member State of origin.

The closing date for the submission of applications is **8<sup>th</sup> September 2026 at 12:00** (CET - Brussels' time). Please note that the only way to submit an application is using the online system.

As the system may experience peak activity around the deadline, candidates are strongly advised to submit their application as early as possible.

**Late or incomplete applications will not be accepted.**

For correspondence concerning the selection procedures, please use the following email address: [EEAS-HQ-APPLICATIONS-AD@eeas.europa.eu](mailto:EEAS-HQ-APPLICATIONS-AD@eeas.europa.eu)

## **2. Pre-selection**

The pre-selection will be done by a panel on the basis of the qualifications and the professional experience described in the CV and motivation letter.

## **3. Selection**

The pre-selected candidates who best meet the selection criteria will be invited for an interview so that the selection panel can evaluate them objectively and impartially on the basis of their qualifications, professional experience and linguistic skills, as listed in the present vacancy notice. The selection panel will recommend a shortlist of candidates to the Appointing Authority/AACC that will make the final selection. If appropriate, the relevant Director, Managing Director or other senior manager of the recruiting division may conduct confirmatory interviews, prior to the final selection by the Appointing Authority/AACC.

It is recalled that, if the interest of the service so requires, the selection procedure can be terminated at any stage and the post be filled by a transfer in accordance with Article 7 of the SR.

If the successful candidate accepts the position, they will be expected to take up duties on the post. Consequently, their applications to other vacant posts within the EEAS will only be considered after two years on the post. Derogations may be granted in the interest of the service.

### **CONTACT:**

STEINBACH, Colin, Head of Division – North Africa

☎ +32 2584-2471

Email: [colin.steinbach@eeas.europa.eu](mailto:colin.steinbach@eeas.europa.eu)

## ANNEX I

### CERTIFICATE OF ADMINISTRATIVE STATUS, ENDORSEMENT AND REINSTATEMENT<sup>1</sup>

#### **Staff from national diplomatic services of the Member States (Article 98(1), first subparagraph, of the Staff Regulations)**

It is certified herewith that for the purposes of the application for the post(s) of *Click or tap here to enter text.*, Mr/Ms *Click or tap here to enter text.* is employed on a permanent basis by the national diplomatic service<sup>2</sup> of *insert Member State* and is in active service on the date of signature of the present certificate.

The Ministry of Foreign Affairs<sup>3</sup> of *insert Member State* endorses the application of Mr/Ms *Click or tap here to enter text.* for the above post(s).

In accordance with Article 6(11) of the Decision 2010/427/EU of the Council and Article 50b(2) of the Conditions of Employment of Other Servants of the European Union, Mr/Ms *Click or tap here to enter text.* has a guarantee of immediate reinstatement in active service at the end of his/her period of service to the EEAS.

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<sup>1</sup> To be completed and certified by the competent authority of the national diplomatic service.

<sup>2</sup> Candidates having a permanent employment relationship with a government ministry of their Member State, other than the Ministry of Foreign Affairs or equivalent, and who, at the time of their application, are on formal secondment to their Member State's MFA or an entity placed under the authority of the MFA (such as a Permanent representation or a mission of the Member State accredited to an international organisation) may also be considered as member of the national diplomatic service of that Member state.

<sup>3</sup> Notwithstanding national terminology that may vary from one Member State to another.

## ANNEX II

### DECLARATION OF POTENTIAL CONFLICT OF INTEREST TO BE FILLED BY CANDIDATES

Article 11(3) of the Staff Regulations of Officials of the European Union (SR):

*"Before recruiting an official, the Appointing Authority shall examine whether the candidate has any personal interest such as to impair his independence or any other conflict of interest. To that end, the candidate, using a specific form, shall inform the appointing authority of any actual or potential conflict of interest. In such cases, the Appointing Authority shall take this into account in a duly reasoned opinion. If necessary, the Appointing Authority shall take measures referred to in Article 11a(2)".*

Article 11a(2) of the SR:

*"Any official to whom it falls, in the performance of his duties, to deal with a matter referred to above shall immediately inform the Appointing Authority. The Appointing Authority shall take any appropriate measure, and may in particular relieve the official from responsibility in this matter".*

These provisions apply to temporary agents in accordance with Article 11 of the Conditions of Employment of Other Servants of the European Union (CEOS).

It is the candidates' duty to inform through this form the EEAS of any actual or potential conflict of interest regarding their future tasks. They shall be broad in their identification of actual or potential conflict of interests. It is reminded that it will be up to the administration, and not to the candidates themselves, to assess on this basis whether they are sources of conflict of interests and, if applicable, whether they constitute an issue for the recruitment and, if not, whether they should call for adequate mitigating measures to protect both the interests of the institution and of the selected candidate.

**Title/First Name/Last Name:**.....

|                                                                 |                                                        |
|-----------------------------------------------------------------|--------------------------------------------------------|
| Candidate status:                                               |                                                        |
| <input type="checkbox"/> Official of the Institutions of the EU | <input type="checkbox"/> Candidate from a Member State |
| <input type="checkbox"/> Current EEAS/EC Temporary Agent        | <input type="checkbox"/> EPSO laureate                 |
| <input type="checkbox"/> Current EEAS/EC Contract Agent         |                                                        |
| Current and former EU nationality/nationalities:                |                                                        |
| Current and former non-EU nationality/nationalities:            |                                                        |
| Current employer:                                               |                                                        |
| Spouse/partner's EU nationality/nationalities:                  |                                                        |

|                                                    |  |
|----------------------------------------------------|--|
| Spouse/partner's non-EU nationality/nationalities: |  |
| Spouse/partner's professional activities:          |  |
| Dependents' nationality/nationalities:             |  |

**Position applied for:** .....

**Job number:** .....

**Directorate/Division:** .....

In your opinion, do you have any personal interest, in particular a family or financial interest, or do you represent any other interests of third parties which could actually or potentially impair your independence in the course of your duties in the specific vacancy at the EEAS and which may thus lead to any actual or potential conflict of interest relevant to that position?

**YES** ☐ **NO** ☐

*If yes, please detail:*

I hereby certify that the information provided in this form is correct and complete and that my *curriculum vitae* is correct and duly updated.

I understand that any infringement of the above requirements under the SR and the CEOS may lead, *inter alia*, to the withdrawal of an offer of employment or/and, if I am a staff member of an EU institution, to the opening of an administrative investigation based on Article 86 of the SR and to a potential disciplinary procedure under Annex IX to the SR.

Date and signature:

**PLEASE FILL IN, PRINT, SIGN AND SCAN  
TO BE UPLOADED IN E-APPLICATION ("ATTACHED DOCUMENTS" TAB, Conflicts  
of Interest).**

| DETALŪS METADUOMENYS                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dokumento sudarytojas (-ai)                                                                          | LIETUVOS NUOLATINĖ ATSTOVYBĖ EUROPOS SAJUNGOJE 188613242/58                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Dokumento pavadinimas (antraštė)                                                                     | DĖL EUROPOS IŠORĖS VEIKSMŲ TARNYBOS (EIVT) DARBO SKELBIMŲ ĮVAIRIOMS PAREIGYBĖMS.<br><br>REF.ARES(2026)7827877, Job No 438406;<br>REF.ARES(2026)7863745, Job no. 152541, Vacancy Notice 2026/145.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Dokumento registracijos data ir numeris                                                              | 2026-08-14 Nr. (76.2.5E)S76-842                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Dokumento gavimo data ir dokumento gavimo registracijos numeris                                      | 2026-08-14 Nr. G-2103                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Dokumento specifikacijos identifikavimo žymuo                                                        | ADOC-V1.0                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Parašo paskirtis                                                                                     | Pasirašymas                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Parašą sukūrusio asmens vardas, pavardė ir pareigos                                                  | Tomas Gražiūnas, Administracijos vadovas, laikinai atliekantis Lietuvos nuolatinio atstovo ES funkcijas                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Sertifikatas išduotas                                                                                | TOMAS GRAŽIŪNAS, Lietuvos Respublikos užsienio reikalų ministerija LT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Parašo sukūrimo data ir laikas                                                                       | 2026-08-14 13:35:19 (GMT+03:00)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Parašo formatas                                                                                      | XAdES-X-L                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Laiko žyme nurodytas laikas                                                                          | 2026-08-14 13:35:27 (GMT+03:00)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Informacija apie sertifikavimo paslaugų teikėją                                                      | ADIC CA ECC, Asmens dokumentu israsymo centras prie LR VRM LT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Sertifikato galiojimo laikas                                                                         | 2024-06-26 10:17:04 – 2028-06-25 10:17:04                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Informacija apie būdus, naudotus metaduomenų vientisumui užtikrinti                                  | "Registravimas" paskirties metaduomenų vientisumas užtikrintas naudojant "RCSC IssuingCA-2, VI Registru Centras - i.k. 124110246 LT" išduotą sertifikatą "Dokumentų valdymo sistema Avilys, Lietuvos Respublikos užsienio reikalų ministerija, i.k. 188613242 LT", sertifikatas galioja nuo 2024-12-18 10:59:02 iki 2027-12-18 10:59:02<br>"Gauto dokumento registravimas" paskirties metaduomenų vientisumas užtikrintas naudojant "RCSC IssuingCA-2, VI Registru Centras - i.k. 124110246 LT" išduotą sertifikatą "DBSIS, Informatikos ir ryšių departamentas prie Lietuvos Respublikos vidaus reikalų ministerijos, i.k.188774822 LT", sertifikatas galioja nuo 2025-05-16 11:31:08 iki 2028-05-15 11:31:08 |
| Pagrindinio dokumento priedų skaičius                                                                | 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Pagrindinio dokumento pridedamų dokumentų skaičius                                                   | –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Priedamo dokumento sudarytojas (-ai)                                                                 | –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Priedamo dokumento pavadinimas (antraštė)                                                            | –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Priedamo dokumento registracijos data ir numeris                                                     | –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Programinės įrangos, kuria naudojantis sudarytas elektroninis dokumentas, pavadinimas                | Dokumentų valdymo sistema Avilys, versija 3.5.90.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Informacija apie elektroninio dokumento ir elektroninio (-ių) parašo (-ų) tikrinimą (tikrinimo data) | Metaduomens „Sudarytojo adresas“ reikšmė turi būti nurodyta<br>Visi dokumente esantys elektroniniai parašai galioja (2026-08-17 14:19:31)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Paieškos nuoroda                                                                                     | –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Papildomi metaduomenys                                                                               | Nuorašą suformavo 2026-08-17 14:19:31 DBSIS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |