



EUROPEAN COMMISSION

Job Description Form

Job description version1 (Active)
Job description version418010 in MOVE.DDG2.C.4
Valid from09/05/2023until

Job Holder

Name

Job Profile

Position

NOT APPLICABLE

Job title

Policy Officer - Seconded National Expert- Expert national détaché

Domains

Generic domain

TRANSPORT POLICIES (EU/national/regional/city level)

Intermediate domain

RAILWAY TRANSPORT

Specific domain

EU's INTERNAL/SINGLE MARKET

Sensitive job

No

Overall purpose

Under the supervision of the Head of Unit, conceive, develop, co-ordinate, prepare, implement and/or monitor policies and related activities coherent with Commission priorities in the area of the interoperability and safety of the railway system (notably on TSIs), including the working relationship with the European Rail Agency.

The SNE will work under the supervision of an administrator. Without prejudice to the principle of loyal cooperation between the national/regional and European administrations, the SNE will not work on individual cases with implications with files he/she would have had to deal with in his/her national administration in the two years preceding its entry into the Commission, or directly adjacent cases.

In no case he/she shall represent the Commission in order to make commitments, financial or otherwise, or to negotiate on behalf of the Commission.

Legal disclaimer

Users are advised to check the available list of Legal Disclaimers related to their contract type.

Functions and duties

+ POLICY DEVELOPMENT

- Conceive, define and extend activities, legislative proposals, strategic objectives, methods and means in the area of safety, interoperability for the railway system- in particular the Technical Specifications for interoperability for rail rolling stock and infrastructure (TSIs)
- Study and integrate the results of stakeholder consultations into the policy area.
- Follow up and coordinate the TSI revision and adoption process, and link with Europe's Rail Joint Undertaking and the European Union Agency for Railways (ERA)
- Draft briefings, background papers, replies to correspondence and parliamentary questions, contributions to inter-service consultations.

+ LEGISLATIVE WORK

- Undertake preparatory work (manage studies) and draft new and/or amendments to existing legislation.
- Verify compliance with Community law and derived regulations and the transposition of Community law into MS legislation; deal with infringements.
- Follow the work of committees.

+ INTER-INSTITUTIONAL RELATIONS

- Organise and maintain relations, co-ordination and contacts with the other EU Institutions.
- Participate in different inter-service groups.

+ REPRESENTATION, NEGOTIATION and PARTICIPATION

- Assist Commission Official on maintaining regular contacts and exchanges of information with public and professional bodies in the Member States and other countries.
- Monitor candidate country commitments, including administrative capacity and enforcement records, and develop support actions to cover gaps.
- Assist Commission Official in participations of meetings, seminars, official events, including regular meetings with the European Union Agency for Railways.

Job requirements

Experience"

+ TECHNICAL and LABORATORY WORK, TECHNOLOGIES and ENGINEERING in SCIENCE and INDUSTRY, TRANSPORT (incl logistics)

Job-Related experience: at least 3 years

Qualifier: an advantage

In a policy area

Languages

	Listening	Reading	Spoken interaction	Spoken production	Writing
French	B1	B1	B1	B1	B1
English	C1	C1	C1	C1	C1

Knowledge

- *TRANSPORT (incl logistics)*
 - *TRANSPORT (LAND)*
 - *RAILWAY TRANSPORT*
- *IT TOOLS for SPECIFIC APPLICATION AREAS*
 - *IT tools for OFFICE AUTOMATION*
- *INSTITUTION STRUCTURES and ORGANISATIONAL DEVELOPMENT*
 - *EU INSTITUTIONS, incl STRUCTURES and FUNCTIONS*
 - *Decision-making procedures in the EU institutions*

Competences

- *Analysing and Problem Solving*
 - *Ability to conceptualise problems, identify and implement solutions*
 - *Creativity*
- *Communicating*
 - *Ability to understand and be understood*
 - *Capacity to communicate technical or specialised information*
- *Learning and Development*
 - *Flexibility (openness towards new demands, etc.)*
- *Prioritising and Organising*
 - *Capacity to deliver in a structured way*
- *Working with Others*
 - *Ability to work in a team*

Job Environment

Organisational entity

Presentation of the entity:

Job related issues

- ☐ Atypical working hours
- ☐ Specialised Job

Missions

- ☐ Frequent, i.e. 2 or more missions / month
- ☐ Long duration, i.e. missions lasting more than a week

Comments:

Workplace, health & safety related issues

- ☐ Noisy environment
- ☐ Physical effort / materials handling
- ☐ Work with chemicals / biological materials
- ☐ Radioprotection area
- ☐ Use of personal protective equipment
- ☐ Other

Comments:

Other

Comments: