

Ηράκλειο, 19/11/2019**Α. Π.: Εισερχ. ΚΠ/7ΥΠΕ/8346/21123****ΜΟΝΙΜΗ ΕΛΛΗΝΙΚΗ ΑΝΤΙΠΡΟΣΩΠΕΙΑ****ΣΤΗΝ ΕΥΡΩΠΑΪΚΗ ΕΝΩΣΗ****Ο.Μ. Διοίκησης & Οργάνωσης****admin@rp-grece.be****ΑΔΙΑΒΑΘΜΗΤΟ-ΚΑΝΟΝΙΚΟ****Ενέργεια έως 29.11.2019****(13:00 τ.ω. Βρυξελλών)****Α.Π. 7202****Βρυξέλλες, 12 Νοεμβρίου 2019****Τ Η Λ Ε Α Ν Τ Ι Γ Ρ Α Φ Η Μ Α****ΠΡΟΣ ΕΝΕΡΓΕΙΑ:**

Αρμόδια: ΕΛ.Στάχταρη

ΥΠΟΥΡΓΕΙΟ ΕΣΩΤΕΡΙΚΩΝ

- Γεν. Δ/νση Διοίκησης Ανθρ. Δυναμικού
Δ/νση Προγραμματισμού και Ανάπτυξης
Ανθρωπίνου Δυναμικού/Τμήμα Ανάπτυξης
& Αξιοποίησης Ανθρωπίνου Δυναμικού της
Δημόσιας Διοίκησης

ΘΕΜΑ: Προκήρυξη θέσης στη Γενική
Γραμματεία του Συμβουλίου της Ε.Ε.

ΠΡΟΣ ΕΝΗΜΕΡΩΣΗ:**ΥΠΟΥΡΓΕΙΟ ΕΞΩΤΕΡΙΚΩΝ**

-Δηλ.Γρ. Υπουργού
-Δηλ. Γρ. ΑΝΥΠΕΞ
- Γρ. Γενικού Γραμματέα
- Γρ. Γ' Γεν. Δ/ντη

ΥΠΟΥΡΓΕΙΟ ΥΓΕΙΑΣ

Δ/νση Διεθνών Σχέσεων

Αποστέλλεται ηλεκτρονικό μήνυμα της Γενικής Γραμματείας του Συμβουλίου της Ε.Ε. και η επισυναπτόμενη σε αυτό προκήρυξη για τη θέση ιατρού (CONS/TA-AD/146), η οποία είναι αναρτημένη στην ιστοσελίδα του Συμβουλίου.

Η προθεσμία υποβολής των αιτήσεων λήγει στις **29 Νοεμβρίου 2019, 13:00 τ.ω. Βρυξελλών.**

Οι αιτήσεις πρέπει να υποβληθούν στην ηλεκτρονική διεύθυνση https://ec.europa.eu/dgs/personnel_administration/open_applications/CV_Cand).

Παρακαλούμε για την ενημέρωση τυχόν ενδιαφερομένων.

ΠΑΠΑΣΤΑΥΡΟΥ**Συν.: 1 κείμενο**

11/12/2019

Notice of Vacancy CONS/TA-AD/149 - Doctor - deadline for appl... - admin admin

Notice of Vacancy CONS/TA-AD/149 - Doctor - deadline for applications - 29/11/2019 (mw)

TEMPORARY STAFFING Requests (ORG 1) <Temporary.staffing.requests@consilium.europa.eu>

Tue 12/11/2019 15:26

Toradmin admin <admin@rp-grece.be>; 'Perm SK (KUKUCKOVA) Rep (PoC) (alena.kukuckova@mzv.sk)' <alena.kukuckova@mzv.sk>; 'Czeti András - BEU' <Andras.Czeti@mfa.gov.hu>; 'Perm LT Rep (aneta.paukstaityte@eu.mfa.lt)' <aneta.paukstaityte@eu.mfa.lt>; 'Perm PL (PLUCINSKI) Rep (PoC) (arkadiusz.plucinski@msz.gov.pl)' <arkadiusz.plucinski@msz.gov.pl>; 'barbara.spindler-oswald@bmeia.gv.at' <barbara.spindler-oswald@bmeia.gv.at>; 'Rybak-Ziólkowska Bogumila' <bogumila.rybak-ziozkowska@msz.gov.pl>; 'Rep Perm NL (bre@minbuza.nl)' <bre@minbuza.nl>; 'bruksela.ue.sekretariat@msz.gov.pl' <bruksela.ue.sekretariat@msz.gov.pl>; 'brurep@um.dk' <brurep@um.dk>; 'MONVOISIN caroline.monvoisin@diplomatie.gouv.fr' <caroline.monvoisin@diplomatie.gouv.fr>; 'cy.perm.rep@mfa.gov.cy' <cy.perm.rep@mfa.gov.cy>; 'Dan BAREANU (dan.babeanu@ipro.eu)' <dan.babeanu@ipro.eu>; 'danlau@um.dk' <danlau@um.dk>; 'Perm LV 2 Rep (edite.medne@mfa.gov.lv)' <edite.medne@mfa.gov.lv>; 'eliska_maday@mzv.cz' <eliska_maday@mzv.cz>; 'eu.brussels@embassy.mzv.cz' <eu.brussels@embassy.mzv.cz>; 'EUCareers@fco.gov.uk' <EUCareers@fco.gov.uk>; 'Perm BE Rep (frank.dewispelaere@diplobel.fed.be)' <frank.dewispelaere@diplobel.fed.be>; 'hr.perm.rep@mvep.hr' <hr.perm.rep@mvep.hr>; 'Ieva Cesniece' <Ieva.Cesniece@mfa.gov.lv>; 'ines.pacek@mvep.hr' <ines.pacek@mvep.hr>; 'luminita.odobescu@ipro.eu' <luminita.odobescu@ipro.eu>; 'maltarep@gov.mt' <maltarep@gov.mt>; 'Perm IRL Rep (marialuiza.pruna@dfa.ie)' <marialuiza.pruna@dfa.ie>; 'TRIBAUDEAU Marie-Charlotte' <marie-charlotte.tribaudeau@diplomatie.gouv.fr>; 'mariusz.daca@msz.gov.pl' <mariusz.daca@msz.gov.pl>; 'Perm CY (GROUTIDOU) Rep (mchristoforiou@mfa.gov.cy)' <mchristoforiou@mfa.gov.cy>; 'Rep Perm PT (FURTADO) (mjf@reper-portugal.be)' <mjf@reper-portugal.be>; 'Perm LI Rep (office@eu.mfa.lt)' <office@eu.mfa.lt>; 'Perm EE Rep (permrep.eu@mfa.ee)' <permrep.eu@mfa.ee>; 'Rep LV Perm (permrep.eu@mfa.gov.lv)' <permrep.eu@mfa.gov.lv>; 'Perm IT 1 Rep (pers.ue_end@rpue.esteri.it)' <pers.ue_end@rpue.esteri.it>; 'Perm LV 4 Rep (personala.departamenta.info@mfa.gov.lv)' <personala.departamenta.info@mfa.gov.lv>; 'pol-100-eu@brue.auswaertiges-amt.de' <pol-100-eu@brue.auswaertiges-amt.de>; 'pol-eu2-30-eu@brue.auswaertiges-amt.de' <pol-eu2-30-eu@brue.auswaertiges-amt.de>; 'radek_machu@mzv.cz' <radek_machu@mzv.cz>; 'Raïli Lillemets (Raïli.Lillemets@mfa.ee)' <Raïli.Lillemets@mfa.ee>; 'Perm BG Rep (recruitment@bg-permrep.eu)' <recruitment@bg-permrep.eu>; 'Perm BE Rep (relex.belgoeurop@diplobel.fed.be)' <relex.belgoeurop@diplobel.fed.be>; 'Perm SE Rep (representationen.bryssel@gov.se)' <representationen.bryssel@gov.se>; 'Perm SK PoC - Rep (RH-HR-SK-RPEU@mzv.sk)' <RH-HR-SK-RPEU@mzv.sk>; bureau.rp <rp@rp-grece.be>; 'Perm IT 2 Rep (rpue@rpue.esteri.it)' <rpue@rpue.esteri.it>; 'sanomat.EUE@formin.fi' <sanomat.EUE@formin.fi>; 'IU PermRep (sec.beu@mfa.gov.hu)' <sec.beu@mfa.gov.hu>; 'Perm LU Rep (service.recrutement-END@mae.etat.lu)' <service.recrutement-END@mae.etat.lu>; 'sne.brussels-ov@bmeia.gv.at' <sne.brussels-ov@bmeia.gv.at>; 'Perm ES (SILES) Rep (PoC) (teresa.siles@reper.maec.es)' <teresa.siles@reper.maec.es>; 'Perm EE Rep (SAREKANNO) (uku.sarekanno@mfa.ee)' <uku.sarekanno@mfa.ee>; 'Rep Perm ES (unidaddeapoyo@reper.maec.es)' <unidaddeapoyo@reper.maec.es>; 'Perm SI Rep (uros.mahkovec@gov.si)' <uros.mahkovec@gov.si>; 'Perm SK (FRANO) Rep (PoC) (vladimir.frano@mzv.sk)' <vladimir.frano@mzv.sk>; 'BOUE Yannick' <yannick.boue@diplomatie.gouv.fr>; 'Perm CZ (Zora Machû) Rep (PoC until 23.11.15) (zora_machu@mzv.cz)' <zora_machu@mzv.cz>;

Cc: CIRIECO Cristina <cristina.cirico@consilium.europa.eu>; TEMPORARY STAFFING Requests (ORG 1) <Temporary.staffing.requests@consilium.europa.eu>;

2 attachments

sn04418-en19.pdf; sn04418-fr19.pdf

Dear Sir,
Dear Madam,

We would like to inform you that there is a selection for a Doctor, Temporary Agent, function group AD, grade 9, in ORG.1.E Healthcare and Social Services - Medical Service in the General Secretariat of the Council of the European Union in Brussels (ref.: CONS/TA-AD/149).

This vacancy notice was published yesterday on the Council website in all languages:

<https://www.consilium.europa.eu/en/general-secretariat/jobs/job-opportunities/cons-ta-ad-149/>

Attached please find the EN and FR pdf versions of the vacancy notice for your information.

11/12/2019

Notice of Vacancy CONS/TA-AD/149 - Doctor deadline for appl... - admin admin

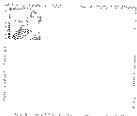
The deadline for applications is Friday, 29 November 2019 at 12.00 (midday), Brussels time.

Should you have any further questions, please do not hesitate to contact us.

Kind regards,

Martine Withofs

Human Resources Assistant



Council of the European Union

General Secretariat

Human Resources and Personnel Administration - ORG

ORG.1.A Staffing and Mobility Unit

Temporary Staffing Services

JL-01-70-FK-45

Rue de la Loi/Wetstraat 175 - 1048 Bruxelles/Brussel - Belgique/België

Direct tel: +32(0)2 281 44 33 | Mobile: +32(0)473 852 588

martine.withofs@consilium.europa.eu | www.consilium.europa.eu

Disclaimer: The views expressed are solely those of the writer and may not be regarded as stating an official position of the Council of the EU.

Clause de non-responsabilité: Les avis exprimés n'engagent que leur auteur et ne peuvent être considérés comme une position officielle du Conseil de l'UE.

Notice of vacancy CONS/TA-AD/149**GENERAL INFORMATION**

Department	ORG 1 E Healthcare and Social Services - Medical Service
Place of work	Brussels
Title of post	Doctor
Function group and grade	Temporary staff - AD 9

DEADLINE FOR APPLICATIONS**29 November 2019 - 13h00 (Brussels' time)****1. WHO WE ARE**

The General Secretariat of the Council (GSC) ensures that the European Council and the Council operate smoothly, and lends them all the logistical and administrative assistance they need to perform the duties conferred on them by the Treaties of the European Union.

The GSC is organised in eleven directorates-general, around 35 directorates and approximately 100 units. It has approximately 2 900 permanent staff from all EU Member States.

The aim of GSC Healthcare and Social Services is to support staff health, wellbeing and work-life balance, within a positive working environment and with an emphasis on prevention. The unit consists of four services with responsibility for providing medical support and psychosocial assistance; ensuring management of medical absences and support for return to work; and providing social services including the GSC crèche, accident insurance, preparation for retirement and support to retired staff. These services work in cooperation with each other, with other Human Resources services and with managers and staff throughout the GSC. Our professional environment is open-minded, highly motivated and supportive.

2. WHAT WE OFFER

A position as Doctor in a team of three doctors in a multicultural and multilingual working environment, supported by a dedicated nursing team and secretariat and working in close cooperation with colleagues in Healthcare and Social Services and the Human Resources Directorate. The position involves carrying out medical examinations and holding consultations for persons present in GSC buildings. It also involves analysis of health-related situations and issues with a view to providing advice to staff, GSC administrative services and GSC management. The Doctor will also be required to participate in various bodies and statutory committees on health issues.

3. PURPOSE OF POST

- Carry out the tasks assigned to doctors under the Staff Regulations and within the framework of occupational medicine
- Contribute to the development of GSC policy in related areas.

4. TASKS

The tasks of the Doctor will include in particular:

- occupational health
- pre-recruitment examinations
- annual check-ups
- invalidity committees
- medical emergencies
- medical consultations
- preventive medicine
- health advice
- medical and administrative opinions.

Participating in inter-service consultations and various committees:

- health and safety at work- invalidity/reasonable accommodation
- board of senior medical advisors of the European Union institutions.
- Establishing contacts with outside doctors and/or hospitals in their specialist fields
- Duties for specific events (e.g. Head of States summits)

5. WORKING ENVIRONMENT

Workplace: Justus Lipsius

Working hours in accordance with service needs. Stand-by duty on a rota basis

6. ELIGIBILITY REQUIREMENTS

Applicants must fulfil the following conditions for admission at the time of applying:

6.1. General conditions

- be nationals of a Member State of the European Union;
- enjoy their full rights as citizens;
- produce the appropriate character references as to their suitability for the performance of their duties;
- have fulfilled any obligations imposed by national laws concerning military service.

6.2. Specific conditions

(a) Education

- have a level of education which corresponds to completed university medical studies attested by a diploma recognised in one of the Member States of the European Union entitling the holder to a licence to exercise the profession of medical doctor¹ as a general practitioner or occupational physician
- be in possession of that licence.

(b) Professional experience

- have at least five years professional experience as a general practitioner or occupational physician, acquired after obtaining the qualifications mentioned in 6.2(a).

The applicable provisions of the Staff Regulations provide that officials may be appointed only on condition that they produce the appropriate character references as to their suitability for the performance of their duties. Under no circumstances will the Administration recruit a candidate who has passed the selection procedure but cannot produce the appropriate character references for the duties envisaged when the recruitment offer is made. The Administration also reserves the right, after evaluating the file, to remove from the reserve list the name of a candidate who cannot produce such references.

Applicants must fulfil all the conditions for admission at the time of applying.

¹ Article 10 of the Conditions of Employment of Other Servants of the European Union (CEOS) and Article 5(3) of the Staff Regulations: 'Appointment shall require at least (...) c) in function group AD for grades 7 to 16:

- (i) a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or
- (ii) a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years, or
- (iii) where justified in the interests of the service, professional training of an equivalent level.'

7. SELECTION CRITERIA

7.1. Essential

- thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another to the extent necessary to carry out the duties to be performed. In practice, in the interests of the service and in order to be able to communicate effectively with individual staff members, the Doctor must be able to express himself or herself orally in French AND English. For administrative work and the drafting of reports, the Doctor must be able to write in French OR in English;
- strong skills in handling, processing and producing information (orally and in writing);
- ability to handle information with discretion;
- excellent judgment and problem-solving skills;
- a strong sense of responsibility;
- ability to adapt to different situations while performing effectively (including under pressure);
- strong communication skills;
- very good interpersonal communication skills with the ability to build trusting relationships with a range of interlocutors;
- ability to work independently and in a team;
- be very service-minded.

7.2. Advantageous

- any professional experience in emergency medicine and/or travel medicine;
- any professional experience in national or European public administrations or in another organisation comparable to the GSC;
- experience of working in a multicultural/international environment;
- knowledge of other EU languages².

² The 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 and Swedish.

8. SELECTION PROCEDURE

8.1. Online registration

You may apply online through the EU CV Online system.

(https://cc.europa.eu/dgs/personnel_administration/open_applications/CV_Cand/). To be able to apply online via the EU CV Online database, candidates must first create an account or sign in to an existing account, and complete a CV online. Once the CV is completed, candidates may apply for this vacancy. Applications must be in English or in French. Candidates are advised to fill out all relevant fields of the application.

Before applying, you should check carefully whether you meet all the eligibility requirements (see section 6).

No supporting documents are required at this stage – these will be required later from candidates invited to an interview (see section 9.4).

On completion of your online registration, you will receive a registration number on screen, which you must note. Once you receive this number, the registration process is finished. This will be your reference number in all matters concerning your application. If you do not receive a number, your application has not been registered.

An acknowledgement of your application will be sent to the email address indicated in your application. It is your responsibility to make sure that you provide the correct email address.

Only applications submitted through EU CV Online will be taken into consideration.

All technical questions concerning EU CV Online must be sent through the Contact page of EU CV Online.

If you have further questions, please contact the Temporary Staffing Services Office of the Council of the EU via Temporary.staffing.requests@consilium.europa.eu, clearly mentioning the reference of the call for applications, your registration number and the nature of your request.

8.2. Selection committee

In order to assist the authority empowered to conclude contracts of employment in making its choice, a selection committee will be set up with instructions to draw up a list of the best candidates.

Please note that the work and deliberations of all selection boards are confidential and it is forbidden for candidates to make any attempt to contact a board member. The authority empowered to conclude contracts of employment may disqualify any candidate who disregards these instructions.

8.3. Admission to the selection procedure

By sending your application you declare that you meet the general and specific conditions listed in section 6. After the deadline for online registration, the selection committee will assess the submitted applications against the eligibility requirements described in section 6 on the basis of the information provided by the candidates in their applications. Applications satisfying these conditions will then be assessed against the selection criteria under section 7. The most suitable candidates for the post will be invited to take part in the assessment phase.

Only shortlisted candidates will be contacted.

8.4. Invitation to take part in the assessment phase

Candidates will be assessed on the basis of the information given in their applications. The interviews will be held in Brussels.

Candidates invited will be requested to submit, on the day of the interview, a copy of their diploma(s) and supporting documents of their professional experience, clearly indicating the starting and finishing dates, the role and the exact nature of the duties carried out.

Before signing contracts, successful candidates will be required to provide other documents proving that they meet the eligibility criteria.

8.5. Assessment phase

The interview will enable the selection committee to carry out an assessment of the candidate based on the selection criteria described in section 7. The interview will be conducted in English and French.

8.6. Verification of documents and scrutiny

The applications of candidates who have passed the assessment phase successfully will then be checked by the selection committee against supporting documents provided in order to confirm the accuracy and eligibility of the application. If, at any stage in the procedure, it is established that the information in an application has been knowingly falsified, the candidate will be disqualified from the selection process.

Candidates will also be disqualified if they:

- do not meet all the eligibility criteria; or
- do not provide all the required supporting documents.

8.7. Reserve list

The best candidates will be placed on the reserve list. Prior to being offered a post, candidates on a reserve list may be interviewed again by the recruiting department.

9. EQUAL OPPORTUNITIES

The General Secretariat of the Council is an equal opportunities employer (see Annex 3 to this notice) and welcomes applications from male and female candidates from the broadest possible geographical basis amongst the EU Member States.

The GSC offers measures to reconcile professional and private life. Persons with disabilities can be provided with adjustments at the workplace. The Human Resources Directorate can also provide assistance during the recruitment procedure. If you have a disability, please contact the Equal Opportunities Office (Equal.opportunities@consilium.europa.eu) for further information.

10. RE-EXAMINATION OF APPLICATIONS

The procedures relating to requests for review, appeals and referral to the European Ombudsman are set out in Annex 1 to this notice.

11. DATA PROTECTION

The rules governing the processing of personal data in connection with this selection procedure are set out in Annex 2 to this notice.

12. APPROXIMATE TIMETABLE

Deadline for applications: 29 November 2019, 13h00 (Brussels' time)
Interviews: as of mid January 2020

13. RECRUITMENT CONDITIONS

Successful candidates may be offered contracts as temporary Council staff members, on the basis of Article 2(b) of the Conditions of Employment of Other Servants³. The maximum duration of the contract will be four years (including a probationary period of nine months), renewable for a further period not exceeding two years. Under Article 8 of the Conditions of Employment of Other Servants, 'on the expiry of their contracts, such servants may be assigned to established posts in the institutions only if they are appointed as officials in accordance with the Staff Regulations.' This provision applies regardless of the manner in which the staff member's employment terminates.

Recruitment will be at grade AD 9 with a basic monthly salary of EUR 7,845,39 (first step).

In addition to the basic salary, the member of the temporary staff may be entitled to various allowances, in particular a household allowance, expatriation allowance (16 % of basic salary + household allowance), dependent child allowance and education allowance. The salary is subject to a European Union tax deducted at source and is exempt from national taxation.

Candidates are informed that if they are selected, they may carry on an outside professional activity subject to the following conditions:

- the sole aim of the activity must be to maintain one or more of their professional qualifications;
- in accordance with Article 11 of the Staff Regulations of officials, the activity must in no way constitute a conflict of interest such as is likely to compromise the duty of independence or loyalty incumbent upon officials; and, prior to recruitment, it must be indicated or declared in the form provided for in the third paragraph of Article 11 of the Staff Regulations of officials;
- once recruited, they must first formally request permission in line with Article 12b of the Staff Regulations of officials;
- they must comply with the conditions and limits set out in this regard in the GSC's internal rules on outside activities.³

³ Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Union, laid down by Council Regulation (EEC, EURATOM, ECSC) No 259/68 and last amended by Regulation (EU, EURATOM) No 1023/2013 of the European Parliament and of the Council of 22 October 2013 - <http://eur-lex.europa.eu>.

Annex 1**INTERNAL COMPLAINT - JUDICIAL APPEAL - COMPLAINT TO THE EUROPEAN OMBUDSMAN**

If, at any stage of the selection procedure, you are dissatisfied with how your application is handled you have the right to complain.

– **Internal complaint**

- Where you receive a decision that you are dissatisfied with you may, within 3 months of the notification of the decision, lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Union, to:

Council of the European Union
Legal Advisers to the Administration Unit, ORG 1.F
Rue de la Loi/Wetstraat 175
B-1048 BRUXELLES/BRUSSEL
e-mail address: legal.advisersHR@consilium.europa.eu

Replies to such complaints are given in writing by the Appointing Authority within 4 months of the receipt of the complaint. However, if your complaint arrives sufficiently early, it may be possible to have the advisory selection board review the decision that is the object of your complaint and to reply to you on that basis.

– **Judicial Appeal**

- If you are dissatisfied with the reply you receive from the Appointing Authority under the internal complaints procedure, you may submit a judicial appeal under Article 91 of the Staff Regulations to:

General Court of the European Union
Rue du Fort Niedergrünwald
L-2925 Luxembourg

– **Complaint to the European Ombudsman**

After having exhausted all the possibilities for redress at the GSC, in particular the internal complaints procedure under Article 90(2) of the Staff Regulations, then like any other citizen of the Union, you may lodge a complaint with:

The European Ombudsman
1, avenue du Président Robert Schuman – BP 403
F-67001 Strasbourg Cedex

under Article 228(1) of the Treaty on the Functioning of the European Union and in accordance with the conditions laid down in the Decision of the European Parliament of 9 March 1994 on the regulations and general conditions governing the performance of the Ombudsman's duties published in Official Journal of the European Communities No L 113 of 4 May 1994.

You should note that complaints lodged with the European Ombudsman have no suspensive effect on the period of time laid down in Article 90(2) and Article 91 of the Staff Regulations for the lodging of complaints or appeals with the General Court of the European Union under Article 270 of the Treaty on the Functioning of the European Union.

DATA PROTECTION

As the institution responsible for organising the selection procedure, the General Secretariat of the Council ensures that applicants' personal data are processed in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

The legal basis for the selection procedure is the Staff Regulations of Officials of the European Union and the Conditions of Employment of other Servants and the Council Decision of 23 September 2013 on the security rules for protecting EU classified information (2013/488/EU). The selection procedure is conducted under the responsibility of the Human Resources Directorate (DGA 1), Staffing and Mobility Unit, and the controller is the head of that unit. The information provided by the applicants will be accessible to members of the office for the Temporary Staffing Services and their superiors, to members of the Advisory Selection Committee, and, if necessary, to the legal advisers' unit. Administrative information identifying the candidate and/or the practical organisation of the procedure may be forwarded to an assessment centre.

The purpose of the processing operation is to collect data identifying all the applicants for a post with the Secretariat General of the Council and to select one of those applicants.

The data in question are:

- personal data which make it possible to identify the applicants (surname, first name, date of birth, sex, nationality);
- information supplied by the applicants to facilitate the practical organisation of the procedure (postal address, email address, telephone number);
- information supplied by the applicants to make it possible to assess whether they meet the admission conditions laid down in the notice of vacancy (nationality; languages; applicants' qualifications and the year they were awarded, type of diploma/degree, name of awarding institution, professional experience);
- where applicable, information on the type and duration of applicants' security clearance;
- the results of the selection tests taken by the applicants, including the evaluations drawn up by the assessment centre's advisers on behalf of the selection board.

The processing begins on the date of receipt of the application.

Applications are filed and stored as follows:

- For non-shortlisted candidates: two years
- For successful candidates: for the duration of the reserve list

All applicants may exercise their right of access to and right to rectify personal data. Substantiated requests should be sent by email to the office for Temporary Staffing Services at Temporary.staffing.requests@consilium.europa.eu

Applicants may have recourse at any time to the European Data Protection Supervisor (edps@edps.europa.eu).

Equal Opportunities in the General Secretariat of the Council (GSC)

The General Secretariat of the Council is committed to providing equal opportunities to all its employees and applicants for employment. As an employer, the GSC is committed to ensuring gender equality and to preventing discrimination on any grounds. It actively welcomes applications from all qualified candidates from diverse backgrounds, across all abilities and from the broadest possible geographical basis amongst the EU Member States.

The main aims of the GSC's Equal Opportunities policy are to:

- achieve a balanced representation of men and women. The GSC encourages applications from women especially for management posts, where they are currently under-represented;
- improve accessibility of the working environment and ensure that it is inclusive. Reasonable accommodation arrangements for staff with disabilities can be provided unless they would impose an undue burden on the resources of the institution. Assistance can be provided to persons with disabilities during the recruitment procedure;
- ensure that human resources and personnel management policies respect the principles of equality and non-discrimination;
protect staff from harassment at work;
- reconcile professional and private life. The GSC offers a comprehensive package of flexible working measures, including telework, individual working time and the possibility to take parental leave in accordance with the Staff Regulations. The GSC has a crèche for children from 0-4 years. After-school care and holiday-time facilities are organised by the European Commission and open to children of GSC staff.

For further information, send an email to Equal.opportunities@consilium.europa.eu