



VACANCY NOTICE FOR POSITIONS OF

Expert - Environmental data and information management - Contract Agent (FG IV)

Reference no. EEA/CA/2021/8

Please send us your application by no later than 11 November 2021 at midnight (Copenhagen time), following the instructions in the [ANNEX](#).

The European Environment Agency (EEA) is organising an open competition with a view to establishing a reserve list for contract agents to work as experts on data and information management. Successful candidates will help strengthen the Agency's activities on environment and climate, including our monitoring and assessment of Europe's progress in meeting the ambitions of the 8th Environment Action Programme and climate policies, as well as the Copernicus Programme.

The reserve list shall be used to fill both general and specific positions within various topic areas, so candidates from a broad range of technical expertise areas are encouraged to apply.

THE AGENCY:

The EEA is an Agency of the European Union (EU). We have the mission to support sustainable development and to help achieve significant and measurable improvement in Europe's environment.

The current decade is critical for the European Union (EU) and its neighbouring countries towards achieving their environmental, climate and sustainability ambitions by 2050. The EEA plays a pivotal role by delivering data, information and assessments to support action. We are seeking to recruit new talent to help deliver the ambitions set out in our [new Strategy](#) and to support the many EU policies that rely on the knowledge provided by EEA and its country network Eionet.

The EEA-Eionet strategy highlights the importance of making full use of the potential of data, technology and digitalisation across the coming decade. It is clear that digital technologies, data from new sources such as citizen science and earth observation (i.e. Copernicus), and computing capabilities have all been developing at an unprecedented pace in the last decade. The EEA sees exciting future opportunities to both support our existing activities and to help us develop new approaches in working with our environment and climate data and information flows.

We are therefore seeking to recruit new talent to help us make the most of the data and information that we manage - from tasks handling databases, processing earth observation data, analysing large datasets using artificial intelligence for trends and patterns, through to data dissemination and visualisation activities. Successful candidates will join 250 staff and a 38-country network on this mission, and in doing so, operate within a set of core values that drive how we work: respect, professionalism, openness, positivity and trust.

JOB DESCRIPTION

The EEA is looking to fill positions related to data and information management to support our activities in the following areas:

- Biodiversity, land, soil, forest, fresh water and marine ecosystems;

- Air quality, emissions, chemicals, noise, environment and health;
- Climate change adaptation and mitigation including GHG emissions and LULUCF;
- Circular economy, resource efficiency and waste;
- Agriculture, energy, industry and transport sector;
- Data and information services across thematic domains and sectors;
- Copernicus Earth observation services.

You will join an open, positive and multicultural team of enthusiastic experts. You will work in close collaboration with colleagues across all EEA, and in partnerships with Eionet, EU institutions and other key stakeholders to achieve and deliver on initiatives of common interest.

As an expert, you will also contribute to shaping and managing work in your own area of expertise, supporting EEA's core thematic areas of work. You will help design and manage data and information flow projects and ensure the high quality of deliverables.

Under the responsibility of the Head of Group, reporting to the hierarchical Head of Programme (see [organisational chart](#)), you will be responsible for different activities, which depending on your own specific expertise may include:

- Managing regular thematic data flows and data sets that EEA receives from its member countries under EU and international legislation in specific thematic areas (see areas listed above). Suggesting and implementing improvements on data management;
- Managing the production and dissemination of Copernicus land monitoring products and services in close collaboration with industry, national and international partners (see portfolio land.copernicus.eu);
- Managing the in situ data component of the Copernicus programme across land, marine, atmosphere, climate change and emergency services. (see insitu.copernicus.eu);
- Exploring and analyzing datasets in a Data Scientist role, to extract key messages on patterns and trends in environment and climate parameters to support EEA's indicator and assessment activities. This might include data mining and in-depth analysis of geo-spatial and statistical data;
- Helping improve EEA's data sharing and dissemination, including via data visualisation tools and techniques, and application of online information web technologies;
- Making full use of Copernicus big data and information services, citizen science, digitalisation and new technologies including data intelligence using artificial intelligence and machine learning to improve the timeliness of delivery, and access to data and information;
- Taking part in the overall coordination of data management and information systems in EEA/Eionet, as well as in data sharing and management related coordination activities within the European and global context (e.g. Group of Earth Observation);
- Defining data quality procedures and checking compliance with standards, information security restrictions and EEA guidance related to data and information handling;
- Ensuring that manuals and training are available for the users;
- Managing activities and deliverables including contract management (e.g. involvement in procurement processes, definition of deliverables and follow-up with contractors).

CONTRACTUAL CONDITIONS:

The successful candidate will be offered a Contract Agent contract in accordance with Article 3a) of the [Conditions of Employment of Other Servants of the European Communities](#). The selected candidate will be employed for an initial time period of four years, renewable.

Successful candidates who are recruited undergo an initial probation period of 9 months.

For information on salary, please see information published under [Contract Agents](#).

The place of work will be Copenhagen, Denmark.

It is brought to the particular attention of candidates that the provisions of Articles 11 to 26 of the Staff Regulations, concerning the rights and obligations of officials, shall apply by analogy to Contract Agents. These rules specify that:

“An official shall carry out his duties and conduct himself solely with the interests of the Union in mind. He shall neither seek nor take instructions from any government, authority, organization or person outside his institution. He shall carry out the duties assigned to him objectively, impartially and in keeping with his duty of loyalty to the Union.

An official shall not without the permission of the appointing authority accept from any government or from any other source outside the institution to which he belongs any honour, decoration, favour, gift or payment of any kind whatever, except for services rendered either before his appointment or during special leave for military or other national service and in respect of such service.

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 the measures referred to in Article 11a(2).”

For further information on the Staff Regulations and the Conditions of Employment of Other Servants of the European Union see:

[Staff Regulations](#)

SELECTION PROCEDURE:

A Selection Committee is set up for the selection procedure. It consists of members designated by the Appointing Authority and the Staff Committee. The Selection Committee is bound by the principle of confidentiality as enshrined in Article 6 of Annex III to the Staff Regulations. This works in two ways: first, it imposes obligations to ensure equal treatment for candidates; and second, it seeks to protect the Selection Committee to ensure that its decisions are totally impartial.

The Selection Committee adheres strictly to the conditions of admission laid down in the vacancy notice when deciding whether or not candidates are eligible. Candidates admitted to a previous selection procedure will not automatically be eligible. Candidates are strictly forbidden to make any contact with the members of the Selection Committee, either directly or indirectly. Any infringement of this rule will lead to disqualification from the selection procedure.

In a spirit of transparency, and in order to align our working methods with current practice in certain Member States, the administration has decided to proceed with the publication of [names of Selection Committee members](#).

Should the Selection Committee discover at any stage in the procedure that the candidate does not meet one or more of the general or special conditions for admission to the selection procedure, the candidate will be disqualified.

The Selection Committee decides on those candidates who are admitted to the selection procedure in accordance with the requirements as specified under eligibility criteria. The applications of the candidates admitted to the selection procedure are reviewed to establish whether or not they show evidence of all requirements as specified under selection criteria. The Selection Committee will invite to the interview and to the written test phase the best qualified candidates (maximum of 40). Should the case arise that there are various candidates scoring the same number of points in the 40th ranking, the number of candidates to be invited may be adjusted accordingly to accommodate this. The interview will be held in English and the candidate's knowledge of other languages will also be assessed during the interview. Candidates invited for an interview will be asked to undergo a written test in the area of expertise required for the post. The test and the interview will take place online.

Following interviews and written tests the Selection Committee will submit the list of suitable candidates to the Appointing Authority who will decide on the establishment of a reserve list covering the topic areas. Recruitment for vacant positions will be based on availability of posts and budget and usually follow-up interviews will be conducted to decide on recruitment for a vacant post within a given topic area. Candidates shall note that inclusion on the reserve list does not guarantee recruitment.

The reserve list for this post will be valid until **31 December 2022** and may be extended at the discretion of the Appointing Authority.

Prior to contract signature, the successful candidate will be asked:

- to provide original or certified copies of all relevant documents proving his/her eligibility, including a police certificate confirming the absence of any criminal record;
- to undergo a compulsory medical examination to establish that he/she meets the standard of physical fitness necessary to perform the duties involved.

ELIGIBILITY CRITERIA:

Candidates applying must satisfy the following eligibility criteria on the closing date for the submission of applications:

- a) Successful completion of university studies attested by a degree relevant to the field concerned of at least 3 years, plus 1 year of appropriate professional experience;
- b) A minimum of 3 years of relevant professional experience after achieving the qualification set out above.

In addition, in order to be eligible a candidate must:

- Be a national of one of the member countries of the EEA (Member States of the European Union plus Iceland, Liechtenstein, Norway, Switzerland and Turkey);
- Enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by law concerning military service;
- Have a thorough knowledge of one of the languages of the EEA member countries and a satisfactory knowledge of another of these languages (corresponding to level B.2 of the Common European Framework of Reference for languages [CEFR](#));
- Meet the character requirements for the duties involved;

- Be physically fit to perform the duties linked to the post.

Candidates should assess carefully and check before submitting their application whether they fulfil all the conditions for admission laid down in the vacancy notice, particularly in terms of qualifications and relevant professional experience.

SELECTION CRITERIA:

Candidates will be requested to demonstrate and describe experience where the following competencies have been applied. This should be done by providing concrete examples of tasks where these have been applied.

Essential:

- Data and information management

Thorough knowledge of or demonstrated professional experience in management of environmental and/or climate data and information. This can be either from within a specific thematic area (e.g. air quality, climate change adaptation), or from different sources such as in situ observation networks, remote sensing, geospatial data, citizen science and Internet of Things, provided in different formats (e.g. unstructured and structured data, tabular, raster, vector). This includes data quality control and quality assurance methods.

- Data science

Thorough knowledge of or demonstrated professional experience in analysing data to extract relevant knowledge such as key indicators, trend assessments etc. This includes use of data intelligence tools, data assimilation, in-depth statistical analysis of data, geospatial analysis using GIS and data visualisation such as interactive graphs, maps or dashboards.

- Project Management

Excellent project management skills including applying project management methodologies and ability to plan, organise, monitor, and control projects. This includes the efficient utilisation of technical and administrative resources to achieve project objectives.

- Collaboration/Networking/Stakeholder Management/Partnership

Supporting an environment of co-operation and sharing of information, ideas and resources for co-creating of knowledge. This includes participating in working groups, partnerships or networks at European or international level.

- Communication and interpersonal skills *

Proven communication and interpersonal skills, with a demonstrable ability to establish and maintain effective working relationships in a multicultural environment.

- Written and spoken English

Excellent command of written and spoken English language, at least at level C1 in all categories according to the [Common European Framework of Reference for Language](#).

* Will only be tested at the stage of interview/written test.

Advantageous:

- e-Reporting experience

Proven experience working in multi-cultural, diverse organisations on e-reporting using Reportnet or other similar IT tools.

- Earth observation experience

Proven experience and knowledge about the national, European and/or global in situ and space based Earth observation data landscape e.g. activities carried out within the Group of Earth Observation or the Copernicus Earth Observation Programme.