



Vacancy: Expert Hepatitis B/C

Unit: Surveillance and Response Support

Reference: (ECDC/AD/2017/SRS-EHEP)

Applications are invited for the above Temporary Agent post at the European Centre for Disease Prevention and Control (ECDC).

Job description

The jobholder will report to the Group Leader Surveillance Group B.

He/She will in particular be responsible for or contribute to the following areas of work:

- Contribute to the planning and coordination of ECDC's activities in the area of hepatitis B/C;
- Coordinate and further develop the surveillance of hepatitis B/C at the EU/EEA level;
- Collection, validation, analysis, interpretation and reporting of hepatitis B/C data;
- Assist Member States in strengthening surveillance systems for hepatitis B/C;
- Contribute to scientific studies on hepatitis B/C;
- Provide input into relevant ECDC-funded projects on hepatitis B/C;
- May be asked to contribute to surveillance activities for other diseases and the 24/7 duty system of ECDC;
- Contribute to other activities of ECDC, as required.

Qualifications and experiences required

A. Formal requirements

In order to be an eligible candidate you need to fulfil a set of formal requirements. These requirements are:

- A level of education which corresponds to completed university studies of at least three years attested by a diploma¹

¹ Only diplomas and certificates that have been awarded in EU member states or that are the subject of equivalence certificates issued by authorities in the said Member States shall be taken into consideration

- Thorough knowledge of one of the languages of the Communities and a satisfactory knowledge of another language of the Communities to the extent necessary for the performance of his/her duties²;
- Nationality of one of the EU Member States or of Norway, Iceland or Liechtenstein;
- To be entitled to his or her full rights as a citizen³;
- To have fulfilled any obligations imposed by the applicable laws on military service;
- Meet the character requirements for the duties involved; and
- Be physically fit to perform the duties linked to the post.

B. Selection criteria

To qualify for this post we have identified *essential criteria* with regard to *professional experience* and *personal characteristics/interpersonal skills*. These are:

Professional experience/knowledge:

- University degree within the field of public health, microbiology, epidemiology, biosciences or another related area;
- At least 5 years professional experience, following the award of the diploma, of which at least 3 years' experience acquired in positions relevant to the job description;
- Proven technical experience at international or national level in collecting, analysing, interpreting and reporting surveillance data, including data on hepatitis B/C;
- Proven experience and skills in data analysis using statistics and analytical epidemiology;
- Proven experience in communicating scientific information to authorities, peers as well as to a wider audience, especially in publishing scientific articles;
- Excellent command of English, both written and spoken.

Personal characteristics/interpersonal skills:

- Excellent oral and written communication skills;
- Strong inter-personal skills and ability to work well in team;
- Ability to work under pressure, manage responsibilities and expectations, and prioritise demands;
- Committed to continuous learning and keeping abreast of developments within their field of expertise;
- Being quality-driven and service-minded.

We have also identified experiences and skills that are advantageous for this post. These are:

- Very good command of statistical software (STATA or R);

² In addition, in order to be eligible for a promotion through an annual promotion exercise the staff members have to have a working knowledge of a third EU language, as described in the applicable Staff Regulations and Implementing Rules.

³ Prior to the appointment, the successful candidate will be asked to provide a certificate from the police file to the effect of non-existing criminal record.

- Work experience in a national public health institute or national centre for disease prevention and control;
- A medical degree or PhD in public health, epidemiology, or related areas;
- Training in field epidemiology (e.g. EIS, EPIET, or other FETP).

Depending on the number of applications received, the selection committee may apply stricter requirements within the aforementioned selection criteria.

Appointment and conditions of employment

The jobholder will be appointed on the basis of a shortlist proposed by the Selection Committee to the Director. This vacancy notice is the basis for the establishment of the Selection Committee's proposal. Candidates may be requested to undergo written tests. Candidates should note that the proposal may be made public and that inclusion in the shortlist does not guarantee recruitment. The shortlist of candidates will be established following an open selection process.

The successful candidate will be recruited as a Temporary Agent, pursuant to article 2f) of the Conditions of Employment of Other Servants of the European Communities, for a period of five years which may be renewed. The appointment will be in grade **AD 5**.

Applicants should note the requirement under the EU staff regulations for all new staff to complete successfully a probationary period.

For any further information on contractual and working conditions, please refer to the Conditions of Employment of Other Servants of the European Communities, which are available at the following link:

http://ecdc.europa.eu/en/aboutus/jobs/Documents/Staff_Regulations_2014.pdf

The place of employment will be Stockholm, where the Centre has its activities.

Reserve list

A reserve list may be created and used for recruitment, should similar vacancies arise. It will be valid until 31 December of the same year as the application deadline and may be extended.

Application procedure

To apply please send a completed application to Recruitment@ecdc.europa.eu clearly indicating the vacancy reference and your family name in the subject line of the email.

For your application to be valid you must complete all required sections of the application form, which should be submitted in Word or PDF format and preferably in English⁴. Any incomplete applications will be considered invalid.

⁴ This vacancy notice has been translated into all 24 official EU languages from its English original. As the language of day-to-day operations in the Agency is generally English, ECDC prefers to receive the application in English.

The ECDC application form can be found on our website here:

<http://ecdc.europa.eu/en/aboutus/jobs/Pages/JobOpportunities.aspx>

The closing date for the submission of applications and further information regarding the status of this selection procedure, as well as important information regarding the recruitment process, is noted on our website and can be found using the above link.

Due to the large volume of applications received, only candidates selected for interviews will be notified.