



## **Vacancy: Senior Expert Vaccine-preventable Diseases**

### **Unit: Surveillance and Response Support**

### **Reference: (ECDC/AD/2017/SRS-SEVPD)**

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 Head of the Scientific Assessment Section in the Surveillance and Response Support Unit and will work as part of the Vaccine Preventable Diseases (VPD) Programme.

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

- Assist the Head of the Vaccine Preventable Diseases Programmes in the planning, implementation and evaluation of the ECDC activities in the area of scientific advice on vaccine-preventable diseases (VPD), vaccines, and vaccination strategies in the EU/EEA Member States (MS);
- Initiate, carry out and/or supervise scientific studies and systematic literature reviews to produce scientific advice in the area of vaccination, and provide MS with elements that can inform the development of vaccination policies at national level;
- Produce ECDC guidance documents, technical reports and expert opinions in the area of VPD to assist the MS in assessment of specific vaccines or vaccination policies and possible scenarios for interventions in the MS;
- Liaise with key stakeholders from the MS and the VPD Network to assess needs with respect to scientific advice support required;
- Provide input to activities focused on the analysis and interpretation of VPD surveillance;
- Project manage service contracts with external contractors;
- Provide expert advice to MS for the monitoring, interpretation and assessment of public health threats and risk perception related to VPD and prepare responses to requests for scientific advice from the MS, the European Commission and the European Parliament;
- Contribute to other activities of ECDC when required, within his/her field of competence, and participate in the 24/7 duty system of ECDC when necessary.

## 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 attested by a diploma when the normal period of university education is four years or more, or 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<sup>1</sup>;
- At least 9 years of professional experience<sup>2</sup> (following the award of the diploma);
- 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 duties<sup>3</sup>;
- 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 citizen<sup>4</sup>;
- 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 medicine, public health, epidemiology, or biosciences and related fields;
- At least 5 years of professional experience acquired in positions relevant to the job description;
- Proven work experience in the area of public health at national or international level with a focus on immunisation;
- Solid experience in developing and applying evidence-based methods for public health;

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<sup>1</sup> 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

<sup>2</sup> Compulsory military service is always taken into consideration.

<sup>3</sup> 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.

<sup>4</sup> 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.

- Sound understanding of the epidemiological, vaccinology and economical aspects related to VPD, vaccines, and immunisation at EU and international level;
- Proven experience in managing large projects with multiple inputs and outputs from different partners/stakeholders;
- Excellent level of English, both written and spoken.

*Personal characteristics/interpersonal skills:*

- Excellent oral and written communication skills, including presentation skills in front of large audiences;
- Strong inter-personal skills and ability to work well in team;
- Excellent ability to coordinate projects and/or activities with a multidisciplinary and multicultural team;
- Excellent ability to work under pressure, prioritise demands and manage expectations;
- Quality-driven and service-minded.

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

- Public health background (master's degree, EUPHEM/EPIET training programme or equivalent);
- Doctor of Medicine or PhD in public health or in communicable diseases epidemiology;
- Familiarity with public health activities and projects within the EU focusing on VPD.

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 8**.

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](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](mailto: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 English<sup>5</sup>. Any incomplete applications will be considered invalid.**

**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.

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<sup>5</sup> 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.