



## European Centre for Disease Prevention and Control Vacancy for the post Senior Expert Hepatitis in the SRS Unit (ECDC/AD/2016/SRS-HEP)

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 Advice Section in the Surveillance and Response Support (SRS) Unit at ECDC, while working in close collaboration with the Programme for HIV, Sexually Transmitted Infections, and viral hepatitis.

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

- Coordinate the planning and execution of all ECDC activities in the surveillance, scientific advice and prevention and control of hepatitis B and C;
- Initiate, carry out and/or supervise scientific studies and consultancies on viral hepatitis B and C through tendering, management and follow-up of contracted activities to produce scientific advice and general guidance on prevention and control of hepatitis B and C, as well as more specific guidance in related fields;
- Initiate and manage projects that contribute to the evidence base for Commission and Member States policy advisors, to help them plan their response to viral hepatitis and to foster a better understanding of the epidemiological situation in EU/EEA;
- Provide expert input and contribute to the activities related to the preparation of the events in the area of hepatitis B and C (e.g., World Hepatitis Day, Global Hepatitis Summits, etc.) and represent ECDC at scientific meetings and conferences;
- Develop and maintain working relations with the appropriate units of the Commission, other EU institutions, WHO, and relevant national and international organisations and other international key stakeholders involved in the prevention and control of viral hepatitis;

- Keep up to date with scientific developments especially in the area of hepatitis B and C, and produce work on identified knowledge gaps to improve the public health scientific understanding of hepatitis B and C;
- Providing expert advice to Member States and for the interpretation and assessment of public health threats related to viral hepatitis, detected by ECDC either through indicator-based (including molecular typing data) or event based surveillance;
- Contribute to other activities of ECDC as required, within his/her field of competence, and participating 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:

---

<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.

*Professional experience/knowledge:*

- University degree within the field of public health, microbiology, epidemiology, biosciences or another related area;
- At least 5 years' experience acquired in positions relevant to the duties outlined in the job description;
- Proven experience in using epidemiological methods for the interpretation of public health data and of drafting scientific advice at international, national or local level;
- Good understanding of the public health aspects and issues related to viral hepatitis with a particular focus on the particularities of these communicable diseases at EU and international level;
- Good knowledge of the EU policies and activities relevant to the duties listed above;
- Very good command of English, both written and spoken.

*Personal characteristics/interpersonal skills:*

- Excellent oral and written communication skills, including communication with and presentations to large audiences, both scientific and lay audiences;
- Strong inter-personal skills and ability to work well in team;
- Excellent ability to work under pressure and manage responsibilities, prioritize demands and manage expectations;
- Excellent ability to coordinate and manage projects and/or activities with a multidisciplinary and multicultural team;
- Being quality-driven and service-minded.

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

- Excellent understanding of the ECDC role within the EU agencies and specifically in the field of public health surveillance and response;
- Work experience in a national Public Health Institute or national center for disease prevention and control;
- Public health background (master's degree, EUPHEM/EPIET training programme or equivalent).
- A medical degree or a PHD in public health or in communicable diseases epidemiology;
- Experience in project management.

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 as a reserve for recruitment, should similar vacancies arise. It will be valid until 31 December 2016 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.

---

<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.