



## **MAKE A DIFFERENCE - JOIN THE EUROPEAN COMMISSION**

Do you want to help shape the future of the European Union? Make the planet greener, promote a fairer society, or support businesses and innovation across the EU? Then come and work for the European Commission where you can really make a difference!

Commission staff are a diverse group of people, who are motivated to help make Europe – and the world – a better place. They come from the 27 Member States of the European Union. Different nationalities, backgrounds, languages and cultures make the Commission a vibrant and inclusive place to work.

### **WE OFFER GREAT JOBS AND GREAT WORKING CONDITIONS:**

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies throughout your whole career
- Opportunities to move between different policy areas throughout your career
- A package of flexible working conditions including the possibility of teleworking – we care about your work-life balance
- A competitive financial package, including comprehensive healthcare, accident and pension schemes
- A multilingual, multicultural workplace where personal and career development are strongly promoted
- Multilingual schools for your children

### **We recruit from a wide range of backgrounds and actively promote diversity and inclusion:**

We do not only recruit political scientists and lawyers but are also looking for all kinds of profiles, including scientists, linguists, IT experts, data analysts and economists, as well as drivers and engineers.

We are committed to equal opportunities and to fostering a rich, diverse and inclusive working environment. We aim for our workforce to be representative of European society and strongly welcome applications from all qualified candidates. We actively seek to create a workplace where each staff member feels valued and respected, can give their best and can develop to their full potential.



To promote diversity and establish a geographically balanced pool of candidates, we strongly encourage applicants from Member States which are currently underrepresented in the European Commission workforce to apply. These Member States are currently Austria, Cyprus, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Luxembourg, Malta, Poland, Portugal, Slovakia and Sweden<sup>1</sup>. Recruitment will however remain strictly based on the merits of all applicants and no positions will be reserved for nationals of any specific Member State.

### **STAFF RECRUITED ON CONTRACTS**

In addition to permanent officials, the European Commission offers non-permanent positions. There are two categories of non-permanent staff:

- [temporary agents](#) are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- [contract agents](#) may provide additional capacity in specialised fields where an insufficient number of officials is available or carry out a number of administrative or manual tasks. They are generally recruited for fixed-term contracts (maximum 6 years in any EU Institution), but in some cases they can be offered contracts for an indefinite duration (in offices, agencies, delegations or representations).

For more information on different [staff categories](#)

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<sup>1</sup> Please note that the list of underrepresented Member States may be subject to future amendment based on potential data changes over time.



# Lawyer

## in the Directorate-General of Human Resources and Security (DG HR) of the European Commission

**Job title:** Legal Officer

**Domain:** LAW

**Where:** Unit HR.C2 – Performance management, Brussels

**Function Group:** FG IV

**Contract Type:** 3b

**Express your interest until:** 19.01.2026 - 12.00 (noon, Brussels time)

### WE ARE

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The Human Resources and Security Directorate General (DG HR) oversees recruitment policy, training and career management, social policies and working conditions for Commission staff. It is also responsible for keeping buildings and employees safe and secure, making sure that work continues during crises and dealing with online security.

Unit HR.C.2 Performance Management is responsible for designing and delivering a performance management policy in the Commission, providing service to managers and staff, as well as devising and managing the appraisal and promotion framework in the Commission.

The Unit comprises three Sectors: C2.001 "Appraisal and Promotion", C2.002 "Performance Management Team (PMT)" and C2.003 "Services to DGs".

The published position belongs to the PMT. The Team provides advice to managers and HR correspondents on the management of staff with performance issues during or after the probationary period. The PMT is also responsible for the management of probationary periods of Commission officials, temporary agents and contracts agents and for the Leave in the interests of the service (Article 42c to the Staff regulations). To accomplish its mission, the PMT works in close co-operation with other DG HR services (career guidance and coaching, psycho-social service, medical service, disciplinary office etc). The team is composed of five motivated, talented and friendly colleagues with a strong legal background and expertise in performance management.

### WE PROPOSE

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We propose a dynamic, varied and rewarding post of legal officer within the Performance Management Team (PMT).

As legal officer in the PMT, your main tasks will be the following:

(Reference: Call for interest EC/2025/HR/495897)



- Advise on the management of performance issues, by following-up individual cases of low or unsatisfactory performance, including during probationary periods and advising managers and HR correspondents at all stages of the procedures;
- Ensure close coordination with other sectors of the unit as well as with the DG HR units concerned, where applicable (career guidance and coaching, medical service, working conditions, absence management and invalidity, disciplinary office, etc). Develop a good knowledge of their own rules and procedures;
- Act as a point of reference in terms of expertise on best practices, rules and procedures applicable to performance management, probationary periods, appraisal and promotion. Ensure correct application of rules and procedures in problematic cases of performance management, including on probation cases;
- Contribute to the development of performance management policies and rules, provide legal analysis and contribute to the development of best practices, guidelines and tools for Commission managers, including as part of the large-scale review project of the Commission's organisation and operations;
- Design and deliver awareness-raising actions and training towards management and HR correspondents in DGs on Performance management;
- Draft analyses, decisions, notes, and briefings, as required;
- Contribute to the development/updating of manuals of procedures in the area of performance management, in close cooperation with the other PMT colleagues and other HR services as appropriate;
- Ensure follow-up and assistance on Article 90 Staff Regulations complaints and actions lodged before the CJEU and complaints to the Ombudsman.

## **WE LOOK FOR**

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We look for an enthusiastic, dedicated colleague with a strong interest in staff performance management and the drive to provide efficient support to Commission managers and HR correspondents in their management of individual staff with performance issues.

The ideal candidate for this job should:

- Have a strong legal background and the ability to provide solid and accurate legal analysis and drafting of legal documents;
- Be proactive, customer-and solution-oriented, with a good mix of empathy, sound judgement and the ability to ensure effective application of rules, procedures and best practices;
- Have the ability to quickly acquire a high level of expertise of rules and procedures applicable to performance management and related fields of work (appraisal, promotion, probation, working conditions, rules applicable to the medical service, etc.);
- Have a high level of autonomy and the ability to identify practical solutions to sometimes complex individual situations, as well as a strong team spirit;

(Reference: Call for interest EC/2025/HR/495897)



- Have very good organisational skills, keeping deadlines and coordinating effectively with other services;
- Be fluent in written and spoken English and have a good understanding of written and spoken French; fluency in French would be an advantage;
- Have a high sense of discretion and confidentiality, given the sensitivity of files he/she will be dealing with.

Previous experience in legal issues pertaining to HR management in the public sector, including in the handling of complaints, as well as rules and obligations applicable to EU staff, would be an advantage.

If those tasks match your abilities, skills and expectations, you are welcome to apply, by sending us your CV and a motivation letter explaining your interest and qualifications for this job.



## HOW TO EXPRESS YOUR INTEREST?

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With a view to guaranteeing equal access to all, the Commission recruits from an open database of spontaneous applications. The present call for interests aims at helping the recruiters to identify potentially interested candidates within this database.

In practice, to express your interest, please follow the subsequent two steps:

1. If you are not registered yet in the open EPSO database, please do so at the following address: [CAST Permanent](#). Please select under selection procedures for contract agent the CAST permanent profile that best suits your education and experience.
2. You should send your documents in a single pdf in the following order:
  1. your CV
  2. completed application form.

Please send these documents by the publication deadline to

Guillaume LAPLATTE	Guillaume.Laplatte@ec.europa.eu
Lavinia-Madalina LANGA	Lavinia-Madalina.LANGA@ec.europa.eu

indicating the call for interest reference EC/2025/HR/495897 in the subject.

**No applications will be accepted after the publication deadline.**



## ANNEX

### 1. Selection

#### ➤ Am I eligible to apply?

#### **You must meet the following eligibility criteria when you validate your application:**

Our rules provide that you can only be recruited as a contract agent at the European Commission if you:

##### General criteria:

- Are a citizen of a Member State of the EU and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Are physically fit to perform the duties linked to the position;
- Produce the appropriate character references as to suitability for the performance of the duties.
- Have passed an EPSO CAST in the relevant Function Group for this position. At the stage of the application, it is sufficient to be registered in the [EPSO CAST](#) data base.

##### Qualifications:

- (a) Have a level of education which corresponds to completed university studies of at least three years attested by a diploma.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted.

##### Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU<sup>2</sup>
- AND have a satisfactory knowledge (minimum level B2)<sup>3</sup> of a second official language of the EU, to the extent necessary for the performance of the duties.

#### ➤ What about the selection steps?

The selecting unit chooses from [the EPSO database](#)<sup>4</sup> candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best

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<sup>2</sup> The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).

<sup>3</sup> For details on language levels, please see the Common European Framework of Reference for Languages (<https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>).



candidates. Due to the large volume of applications that we may receive only candidates selected for the interview will be notified.

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates and of the institution, the selection procedure will be carried out in English and possibly in a second official language.

## **2. Recruitment**

The candidate selected for recruitment will be requested to provide documentary evidence in support of the statements made in the database and, where relevant, the call for interest.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up carried out by the Commission.

### **➤ Type of contract and working conditions**

The place of employment will be in **Brussels**.

The successful candidate will be engaged as a **contract agent under Article 3(b) of the [Conditions of Employment of Other Servants](#), in function group FG IV**. General information on Contract Agents can be found at this link.

The grade or proposed grade range, as well as the step in that grade, will be defined on the basis of the candidates' previous professional experience, in accordance with [Commission Decision C\(2017\)6760](#) laying down the criteria applicable to classification in step on engagement.

The duration of the **first contract will be 1 year**. Subject to the interest of the service, the contract may be renewed one or more times up to a maximum duration of 6 years.

The duration of the renewal(s) will be defined according to the General Implementing Rules in force at that moment (currently, [Commission Decision C\(2017\)6760](#) on policies for the engagement and use of contract agents).

Contract agents recruited in Function Group IV have to successfully complete a 9-month probationary period.

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<sup>4</sup> Therefore, candidates who did not pass already a CAST on the level Function Group [IV], should register their profile at this address: <https://eu-careers.europa.eu/en/Cast-Permanent>



The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to [Working conditions and benefits of EU Careers](#).

For information related to Data Protection, please see the Specific [Privacy Statement](#) under “7. Information to data subjects on their rights”, to find your rights and how to exercise them in addition to the privacy statement, which summarises the processing of your data.