



## **VACANCY NOTICE**

### **For the post of Seconded National Expert to the FCH 2 Joint Undertaking**

**Ref. FCH2JU/SNE/2017/KS**

The Fuel Cells and Hydrogen 2 Joint Undertaking (FCH 2 JU) is a unique public private partnership supporting research, technological development and demonstration (RTD) activities in fuel cell and hydrogen energy technologies in Europe. Its aim is to accelerate the market introduction of these technologies, realising their potential as an instrument in achieving a carbon-lean energy system.

Fuel cells, as an efficient conversion technology, and hydrogen, as a clean energy carrier, have a great potential to help fight carbon dioxide emissions, to reduce dependence on hydrocarbons and to contribute to economic growth. The objective of the FCH 2 JU is to bring these benefits to Europeans through a concentrated effort from all sectors.

The three members of the FCH 2 JU are the European Commission, fuel cell and hydrogen industries represented by the Industry Grouping (HYDROGEN EUROPE) and the research community represented by the Research Grouping (N.ERGHY).

The FCH JU was initially established by Council Regulation (EC) 521/2008 of 30.05.2008 for a period up to 31.12.2017 to implement part of the FP 7 programme. The FCH 2 JU was later established by Council Regulation (EU) 559/2014<sup>1</sup> of 6 May 2014 for a period up to 31.12.2024 taking over on-going tasks under FP 7 and implementing part of Horizon 2020 programme.

The FCH 2 JU supports

- long-term and breakthrough-orientated research
- research and technological development
- demonstration and early deployment of the FCH technologies

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<sup>1</sup> [http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=OJ:JOL\\_2014\\_169\\_R\\_0007&from=FR](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=OJ:JOL_2014_169_R_0007&from=FR)

- support actions, including pre-normative research

following open and competitive calls for project proposals under FP7 programme (calls 2008 to 2013) and under Horizon 2020 (2014-2020).

The FCH 2 JU office is located in Brussels, Belgium.

For further information please consult the following website:

<http://www.fch.europa.eu>

## 1. INTRODUCTION

The Fuel Cells and Hydrogen Joint Undertaking (FCH 2 JU) invites applications for one post of Seconded National Expert (SNE) – **Knowledge Support**.

The initial period of secondment is one year<sup>2</sup>.

Deadline for applications: **2 April 2017** at 23:59 (CET, Central European Time, Brussels).

## 2. JOB PROFILE AND DUTIES

### 2.1 Profile

The SNE will report to the Knowledge Management Officer, within the Operations and Communication unit of the FCH 2 JU Programme Office. He/she will reinforce the capabilities of the FCH 2 JU to report on FCH-related activities within its own projects and beyond, providing a global view of the technologies and the specific directions needed for further improvements. Significant parts of the work will be based on excel spreadsheets, pivot tables and access databases in which data are collected and queried.

In addition, the SNE will contribute to the dissemination activities of the FCH 2 JU, i.e. the public disclosure of technical information that is not restricted or otherwise sensitive but that can be of interest to the outside world.

### 2.2 Duties

The following tasks and activities are relevant to the duties of this post:

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<sup>2</sup> See also article 4 of the Decision of the Governing Board of the Fuel Cells and Hydrogen 2 Joint Undertaking laying down rules on the secondment of national experts to the FCH 2 JU

- liaison with the project participants to collect structured data concerning their results in view of obtaining a clear picture of the technological advances enabled by the FCH 2 JU programme
- contribution to the discussion with the European Joint Research Centre concerning their assessment of FCH technologies' state-of-the-art
- contribution to the preparation of the FCH 2 JU yearly Programme Review, including the collection and verification of project information and visual material, the coordination of their review by external experts, the preparation of project posters, the setting up of the Programme Review Days agenda and the preparation of the event (typically held in November)
- collection and storage in appropriate databases of information from press and any other source concerning deployment and performance of FCH- items worldwide
- query the databases available to provide upon request values and statistics related to the information collected
- contribute to the maintenance of updated information on project related pages of the FCH 2 JU website

### **3. QUALIFICATIONS AND EXPERIENCE REQUIRED**

Successful candidate should have:

- a relevant university degree (preferably in chemistry, physics, engineering) and professional experience of minimum 1 year in a role requiring data maintenance as well as exploitation of databases
- proficiency using Microsoft excel, including building and using pivot tables
- experience with Microsoft Access databases, as user and as data manager
- rigour in classifying and retrieving information
- pragmatic and problem solving approach
- ability to work autonomously
- technical capacity and interest to understand FCH technologies
- a thorough knowledge of English as the main working language of the FCH 2 JU and a satisfactory knowledge of another European Union language to the extent necessary for the performance of his duties.

Advantageous:

- Experience in the development of Access databases
- Experience in EU-funded programmes
- Experience and understanding of the fuel cells and hydrogen environment
- Experience and understanding of climate change and energy efficiency technologies

### **4. SELECTION PROCEDURE**

A Selection Board, appointed by the Executive Director and consisting of two members representing both Units of the FCH 2 JU assesses / evaluates the applications in

accordance with the required qualifications and experience outlined in the vacancy notice and establishes a short list of candidates invited for an interview.

## **5. SUBMISSION OF APPLICATIONS**

Candidates should send their applications only to the Permanent Representation to the EU of their country.

The Permanent Representations shall within the deadline fixed in this vacancy notice send an e-mail to the address [applications@fch.europa.eu](mailto:applications@fch.europa.eu) with the following documents:

- A letter of motivation of the candidate highlighting the professional experience and the suitability and strengths of the candidate in relation to the post
- A Curriculum Vitae of the candidate, in the European CV format (see <http://europass.cedefop.europa.eu>)
- The letter from the public administration authorizing the candidate to lodge his/her application to the post. If this is unavailable by the closing date of this notice but underway/agreed, the JU can also accept evidence of the upcoming authorisation pending the delivery of the official letter. In any case, no appointment will be made without this official letter.
- Declaration of Conflict of Interest

## **6. CONDITIONS OF THE SECONDMENT**

The secondment will be governed by the Decision of the Governing Board of the Fuel Cells and Hydrogen 2 Joint Undertaking laying down rules on the secondment of national experts to the FCH 2 JU (SNE Decision annexed to the vacancy notice).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security. In addition, an SNE shall be entitled to daily and monthly subsistence allowances provided for in Article 16 of the SNE Decision.

Each candidate should before applying obtain the assurance of the support of his/her employer for his/her candidacy as well as the commitment of that they shall continue to pay a salary during the period of the secondment.

During the secondment, SNEs are subject to confidentiality, loyalty and absence of conflict of interest obligations.

The final stage to secure the secondment will be confirmed by an exchange of letters between the Executive Director of FCH 2 JU and the Permanent Representation of the Member State concerned.

The initial period of secondment may not be less than six months or more than two years. It may be renewed once or more, up to a total period not exceeding four years. Exceptionally, where the interests of the service warrant it, FCH 2 JU Executive Director may authorise one or more extensions of the secondment for a maximum of two more years at the end of the four-year period.

The total period of engagement shall not exceed the lifetime of the Joint Undertaking.

The place of secondment is Brussels, Belgium.

## **7. DATA PROTECTION**

The FCH 2 JU ensures that applicants' personal data are processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (12.1.2001, OJ, L 8). Please note that FCH 2 JU will not return applications to applicants. This applies in particular to the confidentiality and security of such data.

For more explanations on data protection please see the annexed privacy statement.