



## 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 try several areas of move between different policy 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.



# Policy officer

## in DG ENV of the European Commission

**Job title\***: Policy Officer - Sustainable and Circular Products

**Domain\*\***: Environment and its protection - Circular economy

**Where**: Unit ENV.B.4 - „Sustainable Products“, Brussels

**Function Group**: FG IV

**Contract Type**: 3b

**Express your interest until**: 14/05/2025 - 12.00 (noon, Brussels time)

### WE ARE

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Directorate ENV.B is in charge of supporting the transformation of the European economy into a Circular and Green Economy. Unit ENV.B.4 “Sustainable Products” is a dynamic team of colleagues working towards making products more sustainable.

We work with DG ENER and DG GROW on the implementation of the Ecodesign for Sustainable Products Regulation (ESPR)<sup>2</sup>.

The ESPR is the cornerstone of the Commission’s approach to more environmentally sustainable and circular products. Products and the way we use them can significantly impact the environment.

Building on the success of the existing Ecodesign Directive the ESPR aims to significantly improve the sustainability of products placed on the EU market by improving their circularity, energy performance, recyclability and durability. It will also play a central role in developing a strong, well-functioning single market for sustainable products in the EU, fostering more sustainable business models and strengthening the overall competitiveness and resilience of the EU economy.

Ecodesign requirements will for instance be set for textiles, furniture, mattresses, tyres, steel, aluminium and energy-related products. The ESPR sets performance criteria, digital product passport and labels, mandatory Green Public Procurement criteria and also aims at preventing the destruction of unsold consumer products.

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<sup>2</sup> [https://commission.europa.eu/energy-climate-change-environment/standards-tools-and-labels/products-labelling-rules-and-requirements/ecodesign-sustainable-products-regulation\\_en](https://commission.europa.eu/energy-climate-change-environment/standards-tools-and-labels/products-labelling-rules-and-requirements/ecodesign-sustainable-products-regulation_en)



## WE PROPOSE

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A policy officer job for a dynamic and enthusiastic team-player willing to help us implement the ESPR.

The future colleague will get the chance to prepare legislation, be involved in drafting key policy documents (delegated and implementing acts), analyse stakeholder input, and contribute in general to developing and implementing ESPR and sustainable product policy. S/he will be co/responsible for some products (e.g. textiles, mattresses, furniture, professional dishwashers) or horizontal measures under preparation.

The colleague will also be responsible for internal and external communication aspects around the unit's activities and may be involved in international aspects of sustainable product policy.

S/He will work closely with the colleagues in DG ENV and DGs ENER and GROW as well as the JRC, ensuring also consistency of ESPR with other initiatives relevant for sustainable products, such as waste policy or the EU strategy for sustainable and circular textiles.

Given the broad issues and products covered by the ESPR, s/he will have the opportunity to both work on very interesting areas of policy substance linked to various categories of products as well as touch upon policy development and implementation of a new Regulation.

The working atmosphere in our unit is very positive. The unit is as flexible as possible regarding hybrid working, balancing teleworking and working in the office based on corporate rules and work requirements and colleagues' needs. DG ENV is located in BRE2 building (19, avenue d'Auderghem, 1040 Etterbeek) and we are working in a "dynamic working space" (open space with hot desking) in newly renovated modern premises.

## WE LOOK FOR

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A very motivated colleague to reinforce our unit (this position is a new allocation). S/He should be willing to integrate a small structure and able to work both independently and within a team.

Relevant education profiles include economics, science and engineering, environmental studies, EU law.

Min. 3 years of working experience is required, 5 years would be an advantage.

Experience in relation to circular economy & sustainable products is required. Experience in communication is desired.

Knowledge of Commission procedures would be an asset but is not required if the candidate has a track record of fast adaptability.

Strong communication ability and very good drafting skills in English - both orally and in writing – are indispensable.

Very good interpersonal skills, the ability to maintain and further develop constructive relations with colleagues internally and externally as well as a helpful attitude towards colleagues and external stakeholders will be essential.



Given the small size of our unit, a certain level of flexibility in the tasks to be performed, depending on service needs within the unit / the ESPR team, is also required.

## **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

[ENV-PRODUCT-POLICY@ec.europa.eu](mailto:ENV-PRODUCT-POLICY@ec.europa.eu)

indicating the call for interest reference EC/2025/ENV/470403 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>3</sup>
- AND have a satisfactory knowledge (minimum level B2)<sup>4</sup> of a second official language of the EU, to the extent necessary for the performance of the duties.

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<sup>3</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>4</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>).



## ➤ What about the selection steps?

The selecting unit chooses from the EPSO database<sup>5</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 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.

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<sup>5</sup> Therefore, candidates who did not pass already a CAST on the level Function Group IV should register their profile at this [address](#).



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.

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.