



Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA
DIREZIONE CENTRALE PER LE RISORSE UMANE

PROT. N.333-C/2/(AA.GG.) 9023 SNE-28/2018

Roma, 17.01.2018

OGGETTO: EUROPOL –SECONDED NATIONAL EXPERTS (SNE).

AI	SIGG. QUESTORI DELLA REPUBBLICA	<u>LORO SEDI</u>
AL	SIG. DIRIGENTE DELL'UFFICIO PRESIDENZIALE DELLA POLIZIA DI STATO PRESSO LA SOVRINTENDENZA CENTRALE DEI SERVIZI DI SICUREZZA DELLA PRESIDENZA DELLA REPUBBLICA	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'ISPettorato DI PUBBLICA SICUREZZA PRESSO IL VATICANO	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'ISPettorato DI PUBBLICA SICUREZZA PRESSO IL SENATO DELLA REPUBBLICA	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'ISPettorato DI PUBBLICA SICUREZZA PRESSO LA CAMERA DEI DEPUTATI	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'ISPettorato DI PUBBLICA SICUREZZA PRESSO LA PRESIDENZA DEL CONSIGLIO DEI MINISTRI PALAZZO CHIGI	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'ISPettorato DI PUBBLICA SICUREZZA "PALAZZO VIMINALE"	<u>ROMA</u>
AL	SIG. DIRIGENTE DELL'UFFICIO SPECIALE DI PUBBLICA SICUREZZA PRESSO LA REGIONE SICILIANA	<u>PALERMO</u>
AI	SIGG. DIRIGENTI DEI COMPARTIMENTI DI POLIZIA STRADALE	<u>LORO SEDI</u>
AI	SIGG. DIRIGENTI DEI COMPARTIMENTI DI POLIZIA FERROVIARIA	<u>LORO SEDI</u>
AI	SIGG. DIRIGENTI DELLE ZONE DI POLIZIA DI FRONTIERA	<u>LORO SEDI</u>
AI	SIGG. DIRIGENTI DEI COMPARTIMENTI DI POLIZIA POSTALE E DELLE COMUNICAZIONI	<u>LORO SEDI</u>
AI	SIGG. DIRIGENTI DEI REPARTI MOBILI DELLA POLIZIA DI STATO	<u>LORO SEDI</u>
AI	SIGG. DIRIGENTI DEI GABINETTI REGIONALI E INTERREGIONALI DI POLIZIA SCIENTIFICA	<u>LORO SEDI</u>
AL	SIG. DIRIGENTE DEL CENTRO DI COORDINAMENTO DEI SERVIZI A CAVALLO E CINOFILI DELLA POLIZIA DI STATO	<u>LADISPOLI</u>
AI	SIGG. DIRIGENTI DEI REPARTI VOLO DELLA POLIZIA DI STATO	<u>LORO SEDI</u>
AL	SIG. DIRETTORE DEL CENTRO NAUTICO E SOMMOZZATORI DELLA POLIZIA DI STATO	<u>LA SPEZIA</u>
AL	SIG. DIRETTORE DEL CENTRO ELETTRONICO NAZIONALE DELLA POLIZIA DI STATO	<u>NAPOLI</u>
AI	SIGG. DIRIGENTI DEI REPARTI PREVENZIONE CRIMINE	<u>LORO SEDI</u>
AI	SIGG. DIRETTORI DEGLI ISTITUTI D'ISTRUZIONE, DI PERFEZIONAMENTO E CENTRI DI ADDESTRAMENTO DELLA POLIZIA DI STATO	<u>LORO SEDI</u>



Ministero dell'Interno

DIPARTIMENTO DELLA PUBBLICA SICUREZZA
DIREZIONE CENTRALE PER LE RISORSE UMANE
Servizio Dirigenti, Direttivi ed Ispettori

PROT. N.333-C/2/(AA.GG.) 9023 SNE-28/2018

Roma, 17.01.2018

OGGETTO: EUROPOL –SECONDED NATIONAL EXPERTS (SNE).

EUROPOL HA RICHIESTO AGLI STATI MEMBRI DELL'UNIONE EUROPEA L'EVENTUALE DESIGNAZIONE DI PERSONALE DI POLIZIA DA FAR PARTECIPARE ALLA SEGUENTE SELEZIONE:

EUROPOL/2017/SNE/128

SECONDED NATIONAL EXPERT (SNE) IN THE EUROPEAN MIGRANT SMUGGLING CENTRE WITHIN THE EUROPEAN SERIOUS ORGANISED CRIME CENTRE (ESOCC) OF EUROPOL

RISERVATO ALLA QUALIFICA DEI COMMISSARI CAPO ED AL RUOLO DEGLI ISPETTORI DELLA POLIZIA DI STATO, CON ALMENO TRE ANNI DI ANZIANITA' DI SERVIZIO.

LE ISTANZE DOVRANNO ESSERE INOLTRATE **ENTRO LE ORE 12.00 DEL 23 GENNAIO 2018**

REQUISITI GENERALI

1. OTTIMA E DOCUMENTATA CONOSCENZA DELLA LINGUA INGLESE;
2. AVER RIPORTATO NEGLI ULTIMI DUE RAPPORTI INFORMATIVI UN GIUDIZIO NON INFERIORE ALLA VALUTAZIONE DI "OTTIMO";
3. NON AVER RIPORTATO CONDANNE PENALI;
4. NON ESSERE SOTTOPOSTO AD ALCUN PROCEDIMENTO PENALE;
5. NON AVER RIPORTATO SANZIONI DISCIPLINARI SUPERIORI AL RICHIAMO SCRITTO, A MENO CHE NON SIA INTERVENUTA LA RIABILITAZIONE AI SENSI E PER GLI EFFETTI DELL'ART.87 DEL D.P.R. 10 GENNAIO 1957, N.3;

LA DESCRIZIONE DELLA POSIZIONE IN QUESTIONE, I RELATIVI REQUISITI SPECIFICI E L'"APPLICATION FORM", IN LINGUA INGLESE, SARANNO CONSULTABILI E SCARICABILI DAL PORTALE "DOPPIAVELA". L'ISTANZA, REDATTA IN INGLESE, DOVRA' ESSERE COMPILATA CON SISTEMI DI VIDEOSCRITTURA, UTILIZZANDO L'APPOSITA MODULISTICA E TRASMESSA IN FORMATO P.D.F. (CON FIRMA LEGGIBILE DEL CANDIDATO). TUTTE LE DOMANDE DOVRANNO ESSERE



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TRASMESSE, **SENZA RITARDO**, CON IL PARERE DEL DIRIGENTE DELL'UFFICIO, CHE DOVRA' VALUTARE IL POSSESSO DEI REQUISITI GENERALI SUINDICATI, CON ESPlicito RIFERIMENTO AI RAPPORTI INFORMATIVI, ALL'ASSENZA DI CONDANNE PENALI, AI PROCEDIMENTI PENALI IN ATTO, NONCHE' ALL'ASSENZA DI SANZIONI DISCIPLINARI SUPERIORI AL RICHIAMO SCRITTO.

LE DOMANDE DOVRANNO ESSERE TRASMESSE VIA E-MAIL, PER I RISPETTIVI RUOLI, AI SEGUENTI INDIRIZZI DI POSTA ELETTRONICA, ENTRO E NON OLTRE LA SCADENZA SOPRA INDICATA:

- SERVIZIO DIRIGENTI, DIRETTIVI ED ISPETTORI 1 DIVISIONE sddi1.missioni@interno.it;
- SERVIZIO DIRIGENTI, DIRETTIVI ED ISPETTORI 2 DIVISIONE sddi-2@interno.it;

LE ISTANZE PERVENUTE, PREVIA VERIFICA DEI REQUISITI, SARANNO INVIATE ALL'UNITÀ NAZIONALE EUROPOL. SI PRECISA CHE LE SELEZIONI IN ARGOMENTO NON COSTITUISCONO UNA PROCEDURA CONCORSUALE. SI PREGA DI DARNE LA MASSIMA DIFFUSIONE TRA IL PERSONALE E DI TRASMETTERE TEMPESTIVAMENTE LE EVENTUALI ISTANZE SOLO IN CASO DI EFFETTIVO POSSESSO DEI REQUISITI PRESCRITTI. CAPO POLIZIA DIRETTORE GENERALE PUBBLICA SICUREZZA GABRIELLI

SI AUTORIZZA
IL DIRETTORE DEL SERVIZIO

by
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SECONDED NATIONAL EXPERT (SNE) IN THE EUROPEAN MIGRANT SMUGGLING CENTRE WITHIN THE EUROPEAN SERIOUS ORGANISED CRIME CENTRE (ESOCC) OF EUROPOL

Restricted

Europol/2017/SNE/128

ABOUT EUROPOL

This selection procedure is intended to establish a reserve list of successful candidates of possibly at least 5 candidates.

Europol is a well-established and recognized organisation that became an EU agency in 2010. It is constantly looking for creative, self-reliant and energetic employees, who are up to the challenges involved in international crime-fighting, to work in its state-of-the-art headquarters in The Hague, the Netherlands.

Europol employs more than 1,000 personnel, including around 130 analysts, to identify and track the most dangerous criminal and terrorist networks in Europe. Our people come from a variety of professional backgrounds such as law enforcement, finance, legal, information technologies, human resources, communication, etc.

Working in close-knit teams, our specialists use their expertise and our cutting-edge technology to support investigations into serious organised crime and terrorism within and outside the EU.

Europol has:

- disrupted many criminal and terrorist networks
- contributed to the arrest of thousands of dangerous criminals
- helped recover millions of euros of crime proceeds
- helped hundreds of victims of trafficking and abuse, including children.

The working environment at Europol has a lot to offer. It is:

- highly collaborative
- intellectually stimulating
- multilingual
- multidisciplinary
- international.

Prospective candidates should be prepared to work in a dynamic and fast-moving environment that requires a high level of flexibility, and should have the ability to perform well within a team.

Equal opportunity

Europol is an equal opportunities employer and encourages applications without distinction on the basis of gender, colour, racial, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, nationality, age, sexual orientation or gender identity.

We aim to create and maintain a healthy and attractive work environment that supports women and men in their career planning and in achieving a healthy work-life balance.

Employment at Europol is open to nationals of EU Member States. There is no nationality quota system in operation, but Europol is striving for a broad range of nationalities in order to keep a well-balanced geographical distribution among its staff members. Applications from female candidates are particularly encouraged.

If you would like to be part of a supportive team that allows you to make a strong contribution, and if you have seen a position that appeals to you, we'd like to hear from you.

BACKGROUND, MAIN PURPOSE AND TASKS OF THE SECONDMENT

The **Operations Directorate** deals with the core business of Europol, improving the effectiveness and cooperation of the competent authorities in the Member States in preventing and combating serious and organised crime, as well as terrorism affecting the Member States. This requires close cooperation with the Liaison Bureaux at Europol and via them with the Operational Teams in the Member States.

Europol delivers a number of products and services to national law enforcement agencies to support them in their fight against international serious and organised crime, as well as terrorism.

Under Europol's organisational structure, the Operations Directorate hosts five distinct Departments: Front Office, European Serious Organised Crime Centre, European Cyber Crime Centre, European Counter Terrorism Centre, Horizontal Operational Services.

O2 European Serious Organised Crime Centre (ESOCC): ESOCC is responsible for ensuring the effective delivery of Europol's tasks and objectives in supporting Member States' investigations of serious and organised crime. It includes the European Migrant Smuggling Centre which covers facilitation of Illegal Immigration and Trafficking in Human Beings. The main tasks of ESOCC are to (i) provide Operational Support to prioritised cases; (ii) support the EU Policy Cycle through the implementation of EMPACT priorities; and (iii) support the development of the Strategic Intelligence

Picture on Serious and Organised Crime.

The successful candidates will have to carry out the following main duties:

- Providing specialised knowledge and expertise on operational activities aimed at fighting Serious and Organised Crime involved in the facilitation of illegal immigration across the Mediterranean Sea and subsequent secondary sea movements within transit and EU destination countries.
- Encouraging and facilitating the provision of a constant flow of information-intelligence on facilitated illegal immigration from EU MS and other operational partners to Europol, ensuring the availability of data relating to large scale sea smuggling facilitations and its further handling.
- Advising members of EMSC - AP Migrant Smuggling on developments in the area of facilitated illegal immigration via the Mediterranean Sea affecting arrival, transit and destination countries.
- Effectively engaging with third parties that could provide relevant information that can provide strategic information useful for JOT MARE.
- Drafting tailored intelligence and analytical products suitable for internal consumption as well as public release - Briefing Notes, Investigation Initiation Documents, Intelligence and Early Warnings Notifications.
- Directly supporting JOT MARE participants in identifying new opportunities to initiate joint operational initiatives.
- Establishing and maintaining contacts with Europol Liaison Officers, as well as with JOT MARE representatives of the Member States and relevant third parties participating in JOT MARE.
- Supporting the coordination of EMSC related activities at international level such as operational and strategic meetings, trainings and events.

The SNE will be involved in the handling of sensitive data, for which an appropriate level of security clearance is requested.

REQUIREMENTS - ELIGIBILITY CRITERIA

CANDIDATES MUST:

- Be a member of a competent authority in one of the Member States of the European Union in the meaning of the Article 2 of the Europol Regulation ;
- Produce a thorough knowledge of one of the languages of the Union and a satisfactory knowledge

of another language of the Union to the extent necessary to the performance of the duties;

- Possess at least 3 years of professional experience in the field of law enforcement relevant to the duties to be carried out during the secondment.

REQUIREMENTS - SELECTION CRITERIA

a. Professional experience:

- Experience in supporting and conducting investigations on Serious and Organised Crime activities involved in facilitation of illegal immigration;
- Experience and knowledge in the field of strategic and operational analysis;
- Experience in drafting strategic and intelligence reports;
- Experience on cross border cooperation and international law enforcement co-operation;
- Experience in intelligence handling, development and associated practice;
- Experience with investigations connected with the maritime environment.

Desirable:

- Experience in dealing with judicial authorities in cases related to facilitate illegal immigration, and experience in dealing with and gathering information from relevant agencies and institutions of EU Member States and non-EU Countries, their Law Enforcement Authorities as well as the private sector;
- Experience in supporting and conducting investigation related to trafficking of human beings, as well as investigation involving facilitation of illegal migration by sea;
- Experienced in working in an anonymous internet-based investigation environment;
- Experience as part of a Coast Guard or similar unit.

Professional knowledge:

Essential:

- Knowledge of the law enforcement environment and practices in the field of Facilitated Illegal Immigration, preferably at international level;

- Knowledge of police and judicial cooperation in the field of Facilitated Illegal Immigration apart from knowledge on national investigation procedures;
- Knowledge of Organised Criminal Networks involved in Facilitated Illegal Immigration from third countries (non EU Countries) and the European dimension of such crime phenomena;
- Sound understanding of the maritime matters.

Desirable:

- Knowledge on analytical software such as i2 or ANB (certificate);
- Knowledge of other non-European languages;
- Knowledge of Arabic and/or Farsi-Urdu.

b. General competencies:

Essential:

Communicating:

- Very good communication skills in English, both orally and in writing;
- Ability to draft clear and concise documents on complex matters for various audiences.

Analysing & problem solving:

- Excellent analytical and critical thinking skills;
- Competent user of Microsoft Office applications (MS Word, Excel, PowerPoint and Outlook) and the internet;
- Keen eye for detail with the ability to maintain standards of accuracy under pressure of tight deadlines.

Delivering quality and results:

- High degree of commitment and flexibility.

Prioritising and organising:

- Good administrative and organisational skills.

Resilience:

- Ability to work well under pressure, both independently and in a team.

Living diversity:

- Ability to work effectively in an international and multi-cultural environment.

SELECTION PROCEDURE

Application process

Candidates endorsed by the national competent authorities are required to complete the application form available on Europol's website in English and submit the original application form together with 2 copies via their Europol National Unit, and, if necessary, the Liaison Bureau to the Human Resources Unit – Recruitment and Selection – at Europol. The application form must be accompanied by a letter from the sending authority to the Executive Director of Europol expressing willingness to second the candidate.

Applications must be sent to Europol by the date of the deadline indicated on the vacancy notice at the latest. The stamp on the envelope serves as proof of the sending date. Applications received after the deadline cannot be accepted.

Selection Procedure

A Selection Committee chaired by the Head of the relevant Department or a senior representative and composed by a representative of the respective group as well as the Recruitment and Selection team determines candidates' suitability by assessing their skills, experience and qualifications in relation to the notice of secondment and will make an initial selection from the applications received.

For the initial selection, the operational contributions from the competent service to the project to which the expert will be seconded will be taken into account. The Selection Committee then conducts at least a structured telephone interview with the shortlisted candidates in English in order to evaluate their language skills, validate their experience and assess whether they possess the key skills required.

On the basis of the initial assessment of the application and the outcome of the telephone interview the Selection Committee makes a recommendation for the Director to endorse. If no recommendation can be made following the assessment of the application form and the telephone interview a further interview can be arranged, if necessary face-to-face at Europol.

The Secondment is finally authorised by the Executive Director and effected by an exchange of letters between the Executive Director and the seconding authority, specifying the details of the Secondment as described in the MB Decision. Detailed rules regarding the secondment of national experts to Europol are described in the Decision of the Director on the selection procedure for Seconded National Experts of 22 February 2011.

Detailed information on the selection procedure, including the appeal procedure, is available in the Europol Recruitment Guidelines which can be found on [Europol's website](#).

SALARY

The SNE shall remain in the service of the sending authority throughout the period of secondment and shall continue to be paid by that employer. The sending authority shall also be responsible for all social rights, particularly social security and pension entitlements.

During the period of secondment the SNE is entitled to a daily subsistence allowance paid by the agency, and may also be eligible for a monthly allowance depending on the distance from the place of origin. **If the SNE receives any allowance from other sources similar to the subsistence allowance paid by Europol, this amount shall be deducted.**

TERMS AND CONDITIONS

Detailed rules regarding the secondment of national experts to Europol are described in the Management Board Decision laying down the rules on the secondment of National Experts of 12 May 2016.

ADDITIONAL INFORMATION

DATA PROTECTION

The data submitted is processed in order to assess the suitability of candidates for a position at Europol. All personal data collected for the purpose of the selection procedure will only be used within this specific context and will not be disclosed to any third party, except for restricted posts in which the application may be transmitted to the National Unit as part of the application process.

Any data provided will be treated in strict confidence and in full compliance with all applicable data protection rules. The legal bases for the processing of personal data are the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Communities (Title III Chapter 1) and their implementing rules.

All documents provided to Europol will be kept in Europol's files and will not be returned to the candidate. Applications of non-recruited candidates will be kept for a maximum of seven years. Data of non-recruited applicants on the reserve list for appointment will be kept for a maximum of five years after the expiry of the reserve list. Data of recruited candidates will be transferred to their personal file. The Head of Human Resources unit is responsible for the data processing operation.

Candidates have the right to access, rectify, block and erase their personal data in accordance with the applicable data protection rules. Candidates have a right of recourse to the Europol Data Protection Officer (Europol - Data Protection Office – Eisenhowerlaan 73, 2517 KK The Hague, The

Netherlands) and the European Data Protection Supervisor (www.edps.europa.eu).

MAIN DATES

Deadline for application:	31 January 2018, 23:59
Duration of the secondment	1 year with a possible extension up to 3 years in total
Starting date of employment:	to be confirmed

APPLICATION PROCESS AND SELECTION PROCEDURE

Please refer to the Europol Recruitment Guidelines available on [Europol's website](#) for further details on the application process and the selection procedure.

CONTACT DETAILS

For further details on the application process please call +31 (0) 70 353 1583 or +31 (0) 70 353 1298. You may also [contact us by email](#).

DEADLINE	31 January 2018
CONTRACT TYPE	Seconded National Expert
UNIT/GROUP	Operations Directorate
REPORTS TO	Team Leader Facilitation of Illegal Immigration

Source URL: <https://www.europol.europa.eu/careers-procurement/vacancies/vacancy/217>



APPLICATION FORM SECONDED NATIONAL EXPERTS

Important information

Please note that:

- The application form must be completed in **English and in electronic format**;
- The **reference number and the title of the post must be quoted at the top** of the application form and in all correspondence relating to your candidacy;
- All fields are mandatory;
- The application form needs to be printed and **duly signed**;
- **Three (3)** copies of the completed application form, need to be sent to Europol by post **before or on the date of the deadline** at the latest (the stamp on the envelop serves as proof of the sending date);
- Your documents should not be stapled;
- We cannot accept applications submitted electronically; the postal address can be found in the Europol Recruitment Guidelines on www.europol.europa.eu

N.B.: Candidates who do not provide all necessary information, apply after the specified deadline or do not comply with any of the above will not be considered.

N.B.: The designation 'Europol Public Information' is applicable only to the application form template. Once filled in, the personal data of the candidates will be treated in strict confidence and in full compliance with all applicable data protection rules.



APPLICATION FORM

Applying for the post of:

Ref No. of the Vacancy Notice:

1) Personal data:

Surname	
First name(s):	
Gender:	
Age:	
Date of birth:	
Nationality(-ies)	

Home address: <i>(street, house number, postal code, city, country)</i>
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Correspondence address (if different from home address): <i>(street, house number, postal code, city, country)</i>
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Tel no.:	
Mobile:	
E-mail address:	

2) Language skills¹ (Please complete the below self-assessment table)

Native language(s):

OTHER EU LANGUAGES	Understanding		Speaking		Writing	Language Certificate /Diploma/ Date of award (if available)
	LISTENING	READING	SPOKEN INTERACTION	SPOKEN PRODUCTION		

¹ The official EU languages are: Bulgarian, Czech, Croatian, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish. Please indicate the appropriate level (**A1, A2, B1, B2, C1, and C2**) in the corresponding box, using the European self-assessment grid as reference (see EUROPOL RECRUITMENT GUIDELINES: **Annex C European levels – Self assessment grid**).

3) Please indicate how you heard of the vacancy.

1. Europol website	<input type="checkbox"/>
2. Other websites (please specify)	<input type="checkbox"/>
3. Word of mouth	<input type="checkbox"/>
4. Europol National Unit	<input type="checkbox"/>
5. Other (please specify)	<input type="checkbox"/>

4) Education and training ² (to be provided in reverse chronological order, starting with the most recent diploma³)

Please mark all levels of qualification that apply to you:

- Secondary
- Post-secondary
 - Vocational studies degree
 - University degree (duration at least 3 years)
 - University degree (duration at least 4 years)
 - Any other degree

List all university degrees or equivalent qualifications obtained:

Name of the institution:	From (month, year):	To (month, year):
Country of the institution:	/	/
Main subjects and the language of study:		
Programme length: (e.g. 3 years)		
Degree or diploma obtained: (exact title in native language as well as in English):		

Name of the institution:	From (month, year):	To (month, year):
Country of the institution:	/	/
Main subjects and the language of study:		
Programme length: (e.g. 3 years)		
Degree or diploma obtained: (exact title in native language as well as in English):		

Note: Please add additional tables if required.

² Please see the EUROPOL RECRUITMENT GUIDELINES for details. **Only diplomas issued by EU Member State authorities and diplomas recognised as equivalent by the relevant EU Member State bodies are accepted.** If the main studies took place outside the European Union, the candidate's qualification must have been recognised by a body delegated officially for the purpose by one of the European Union Member States (such as a national Ministry of Education) and a document proving this must also be mentioned in the application form (and submitted together with the degree or diploma) to enable the Selection Committee to assess accurately the level of qualification.

³ Applicants invited for a written test will be required to provide **originals and copies or certified copies attesting educational and professional qualifications** with the information on the duration of that education, mentioned in the application form.

List of secondary schools or other formal education:

Name of the institution:	From (month, year):	To (month, year):
Country of the institution:	/	/
Main subjects and the language of study:		
Programme length: (e.g. 3 years)		
Degree or diploma obtained: (exact title in native language as well as in English):		

Note: Please add additional tables if required.

Training courses etc. relevant for the position you are applying for:

Name of institution providing courses:	From (month, year):	To (month, year):
Country of the institution:	/	/
Course length and the language of study: (e.g. 6 months)		
Main subjects:		
Certificates obtained:		

Note: Please add additional tables if required.

5) Employment history ⁴ (Please indicate, starting with your present or most recent job, the positions you held in reverse chronological order)

Present or most recent job	
Name and address of employer:	Period of employment:
	From (dd/mm/yy): / /
	To (dd/mm/yy): / /
Total (years & months & days):	
Exact designation of post / rank:	Staff under direct supervision:
Description of the main activities and responsibilities:	
Full-time <input type="checkbox"/> Part-time % Paid <input type="checkbox"/> Unpaid <input type="checkbox"/>	
Period of notice required to leave your present post:	

⁴ Applicants invited for a written test will be required to provide **originals and copies or certified documentary evidence of professional experience** after the date on which the qualification giving access to the specific profile was obtained, clearly indicating the start and end dates – respectively the continuity for the current position, whether remunerated, full or part time, and the main activities and responsibilities. Moreover, applicants must always provide a copy of the latest payslip as evidence of an ongoing employment contract.

Europol Public Information

Previous job	
Name and address of employer:	Employed
	From (dd/mm/yy): / /
	To (dd/mm/yy): / / Total (years & months & days):
Exact designation of post / rank:	Staff under direct supervision:
Description of the main activities and responsibilities:	
Full-time <input type="checkbox"/> Part-time % Paid <input type="checkbox"/> Unpaid <input type="checkbox"/>	
Reason for leaving:	

Previous job	
Name and address of employer:	Employed
	From (dd/mm/yy): / /
	To (dd/mm/yy): / / Total (years & months & days):
Exact designation of post / rank:	Staff under direct supervision:
Description of the main activities and responsibilities:	
Full-time <input type="checkbox"/> Part-time % Paid <input type="checkbox"/> Unpaid <input type="checkbox"/>	
Reason for leaving:	

Note: Please add additional tables if required.

6) Computer skills

Microsoft Office Suite:	Basic	Intermediate	Proficient
Word	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Excel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outlook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PowerPoint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7) Skills and competencies

Please describe how your skills and competencies are related to the position you are applying for and how you obtained them.

8) Reasons for applying for this post

Please explain briefly your reasons for applying for this post including any matters that you wish to be taken into consideration and which are not included elsewhere.

9) Did you apply for a Europol post before? Yes No

If yes when and for which post(s) and at what stage did the selection finish (e.g. on reserve list, invited for interview, application submitted)?

Data Protection

The data submitted is processed in order to assess the suitability of candidates for a position at Europol. All personal data collected for the purpose of the selection procedure will only be used within this specific context and will not be disclosed to any third party, except for restricted posts in which the application may be transmitted to the National Unit as part of the application process.

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Candidates have a right of recourse to the Europol Data Protection Office (Data Protection Office - PO Box 90850, 2509 LW The Hague, The Netherlands) and the Joint Supervisory Body (www.europoljsb.consilium.europa.eu).

Declaration

I, the undersigned, declare that the information provided above is, to the best of my knowledge, true and complete.

I understand that, if it is subsequently discovered that any statement is false or misleading, or I have withheld relevant information, my application (or appointment) may be disqualified. I will inform Europol Human Resources of any changes in the details provided on the application form.

I declare that:

1. I am a national of a Member State of the European Union and enjoy my full rights as a citizen.
2. I understand and accept that Europol requires the highest level of personal integrity from all its officers and staff.
3. I acknowledge and understand that any appointment to the post is conditional upon undergoing a security screening according to Article 32 of Europol Security Rules. I agree that the information provided in this application form can be used for this purpose. I understand and accept that Europol may at any time terminate the secondment with me if the result of the security screening is not positive and the clearance level required for the post is not granted to me.
4. I will submit any documents which may support the information included in the application form as soon as requested.
5. I am giving my consent that my personal details are stored in accordance with the legislation in vigour.
6. I have read, understand and agree with the Europol Recruitment Guidelines.

Date

Signature of applicant
