

Corrigendum to the Vacancy Notice

The European Chemicals Agency (ECHA) is launching this call for expressions of interest in order to establish a reserve list for the following contract agent profile:

Reference number	Vacancy notice	Grade	Indicative n° on reserve list
ECHA/CA/IV/2017/004	Legal Support Officer (short-term)	FG IV	6

The initial closing date (28 June 2017) for submission of applications for this call has been extended until is 5 July 2017 at noon 12.00 Helsinki time (11.00 Central European Time).

1. The job

The Legal Support Officer will work in the Agency's Legal Affairs Unit on issues relating to chemicals or other relevant legislation as well as appeal or court proceedings.

The Legal Support Officer will support the unit for a workload peak in relation to the Registration Deadline 2018. The main tasks of the Legal Support Officer are outlined below:

- Legal advice on the Regulation on Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) as well as on applicable procedures;
- Legal advice on administrative issues arising in the context of a European regulatory agency such as on access to documents or intellectual property rights;
- Supporting the preparation of the defence and other written pleadings in appeal and court procedures;
- Legal advice on procedural issues arising in the context of an administrative review;
- Drafting and verifying operational procedures and legal templates;
- Drafting and/or checking implementing rules and guidelines;
- Checking documents intended to be communicated and distributed outside the Agency and which may possibly be binding for the Agency with regard to their legal correctness;
- Contributing to the development of legal databases;
- Legal research, analysis and follow-up of case-law, in particular at the Union level.

2. Eligibility criteria

The selection procedure is open to applicants who satisfy the following eligibility criteria, on the closing date for application:

2.1. General requirements

The applicant must:

- Be a national of a Member State of the European Union, or a national of the European Economic Area (Iceland, Liechtenstein, Norway)¹;
- Enjoy the full rights as a citizen;
- Have fulfilled any obligations imposed by the laws concerning military service;
- Produce the appropriate character references as to the suitability for the performance of the duties²;
- Be physically fit to perform the duties³;
- Have a thorough knowledge of one of the official languages of the European Union⁴ and a satisfactory knowledge of another such language to the extent necessary to perform your duties;
- Be able to communicate well in English as this is the working language of ECHA;
- Be below the age at which staff of the EU is automatically retired, i.e. currently on the last day of the month in which he/she reaches the age of 66⁵.

2.2. Minimum qualifications

To qualify for this profile, you must have completed university studies of at least three (3) years attested by a diploma and appropriate professional experience of at least one (1) year⁶. Your university degree must be obtained in law.

¹ The Member States of the European Union are: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, United Kingdom.

² Before appointment, successful applicants will be required to produce an official document indicating that they do not have a criminal record.

³ Before appointment, successful applicants will be required to undergo a medical examination to ensure that they fulfil the requirements of Article 82, 3(d) of the Conditions of Employment of Other Servants of the European Communities.

⁴ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, Swedish.

⁵ See Article 47(a) CEOS for Temporary Agents, applicable to Contract Agents by analogy, Article 119 CEOS.

⁶ Only appropriate professional experience acquired **after achieving** the minimum qualification stated in 2.2 shall be considered. Where additional periods of training and study are accompanied by periods of professional activity, only the latter shall be considered as professional experience. Compulsory military service or equivalent civilian service accomplished after the achieving the minimum qualification stated in 2.2. shall be taken into consideration. Professional activities pursued on a part-time basis shall be calculated pro rata, on the basis of the percentage of full-time hours worked. A given period may be counted only once.

Only qualifications issued by EU Member State authorities or EEA authorities and qualifications recognised as equivalent by the relevant EU or EEA Member State authorities will be accepted.

3. Selection criteria

If you meet the eligibility criteria set out in section 2, you will be assessed on the basis of the following selection criteria. The candidates who are judged to be the most suitable on the basis of the selection criteria will be invited to undergo a written test prior to the interview.

- Your academic and professional qualifications and their relevance to the main areas of work listed in section 1;
- Your professional experience: the range of fields covered; the type and level of work done and its relevance to the areas of work listed in section 1.

The following will be considered as assets:

- Professional experience gained in a European Institution or an international/multicultural organisation.

The academic and professional qualifications, professional experience and experience considered as an asset must be described as precisely as possible in your application.

4. Interview and written test

If selected for interview or written test, you will be assessed on the basis of the following criteria:

- Knowledge of judicial or administrative procedures or alternatively knowledge of legal aspects of the REACH regulation;
- Knowledge of EU law relevant to the tasks listed in section 1;
- Knowledge of the institutional framework and functioning of EU institutions (in particular EU agencies);
- Understanding of chemicals legislation and the work of ECHA;
- Ability to communicate complex legal matters to a non-lawyer⁷;
- Ability to communicate effectively on complex legal matters⁷;
- Aptitude for working in a multidisciplinary, multicultural and multilingual environment⁷;
- Excellent command of spoken and written English.

Your ability to communicate in written English, and the knowledge, skills and competencies related to the job will be also assessed by written tests.

⁷ You can read more about the general competencies in place in ECHA through the following link: http://echa.europa.eu/documents/10162/13602/echa_staff_competencies_en.pdf

For native English speakers, your ability to communicate in your second EU language will be tested during the interview. As this forms part of the general requirements stated under section 2.1 above, any failure in proving the satisfactory level of your second EU language would lead to your exclusion from the selection.

5. Placement on the reserve list

If you are judged to be among the most suitable candidates, on the basis of the criteria listed in sections 2, 3 and 4, you will be placed on the reserve list. The reserve list will be valid for a period of one year.

It should be noted that inclusion on the reserve lists does not imply any entitlement of employment in the Agency.

6. Duration of the contract

ECHA wishes to use the above mentioned reserve list to engage candidates to short term employment for a limited duration.

Successful applicants may be offered an employment contract for 9 to 11 months as a contract agent. This contract cannot be extended.

7. Other information

Before applying, you should carefully read the Guide of Applicants⁸ published on ECHA Website. This guide is an integral part of the Vacancy Notice and will help you to understand the rules governing the procedure and how to apply.

The successful applicant will be required to make a declaration of commitment to act independently in the public interest and to make an annual declaration in respect of any interests which might be considered prejudicial to his/her independence. Moreover, before recruiting a member of staff, ECHA's Executive Director will examine whether the applicant has any personal interest which may impair his/her independence or any other conflict of interest. To that end, the applicant, using a specific form, shall inform the Executive Director of any actual or potential conflict of interest. Applicants must confirm their willingness to do so in their application.

For more information on the selection process of contract agents and on the contractual and working conditions, please, refer to:

- Guide for Applicants:
http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf

⁸ http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf

- Implementing rules concerning contract agents:
http://echa.europa.eu/documents/10162/13560/mb_07_2009_d_final_implementing_rules_for_the_staff_regulations_contractual_staff_en.pdf
- Conditions of Employment of Other Servants of the European Communities:
<http://eurlex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:1962R0031:20140101:EN:PDF>

8. Protection of personal data

The European Chemicals Agency will ensure, on its part, that your personal data is processed as required by Regulation (EC) No 45/2001⁹ on the protection of personal data.

For more information on the protection of personal data, please consult the Guide for Applicants⁸.

⁹ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2001:008:0001:0022:EN:PDF>