

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 temporary agent profile:

Reference number	Vacancy notice	Grade	Indicative n° on reserve list
ECHA/TA/2015/008	Scientific Officer - Ecotoxicology / Environmental Risk Assessment	AD 6	6

The closing date and time for submission of applications for this call is 10 December 2015 at noon 12.00 Helsinki time (11.00 Central European Time).

1. The job

The Scientific Officer will work in one of the work areas covering environmental issues relating to the Evaluation, Authorisation, Restriction processes (REACH Regulation), the Biocidal Products Regulation (BPR) and to the Classification, Labelling and Packaging (CLP) Regulation. The Scientific Officer will work in multidisciplinary teams evaluating and developing scientific and technical information on ecotoxicity, exposure and risks of chemical substances to the environment.

In particular, she/he will be responsible for the following tasks:

- Evaluating relevant sections of the dossiers submitted by industry or assessment reports prepared by the Member States and comments received on these documents;
- Assessing and providing expert opinions on ecotoxicology and environmental fate, the relevance and reliability of experimental studies, justifications for use of rules for adaptation of information requirements, assessing and evaluating non-testing information, relevance and conclusions made in the environmental effect, exposure and PBT assessment and risk characterisation;
- Examining and verifying the environmental emission estimation, exposure and risk assessment;
- Assessing the environmental hazard profile of chemical substances (e.g., in relation to the classification and the PBT/vPvB -criteria);
- Preparing and/or supporting the development of Agency's decisions and opinions;

- Preparing, managing and follow-up of the meetings of ECHA's Committees, relevant working groups and expert groups including support to their Chairs, rapporteurs and dossier submitters.

The Scientific Officer may also contribute to the other tasks:

- Assessing the validity of derogations from and adaptations of test methods used in experimental ecotoxicology and environmental fate studies;
- Assisting in the preparation of the ECHA opinion on substances that are potential candidates for substitution;
- Contributing to the identification of the need for guidance on technical and scientific issues and to the preparation of such guidance;
- Analysing, developing, testing and promotion of the use of IT tools supporting the execution of these tasks (e.g. R4BP, EUSES, IUCLID and (Q)SAR tools);
- Developing working procedures and formats relating to the above mentioned processes, carrying out testing and providing appropriate feedback during the (further) development;
- Developing new and on-going strategic, technical and scientific issues, approaches and activities in support of the legislative frameworks related to the Agency's tasks (e.g. approaches to identify substances requiring further regulatory actions, preparation and revision of emission scenarios, tools for facilitating the exposure assessment);
- Engaging in other scientific/technical tasks and/or projects (including planning, work organisation, priority setting, progress monitoring and regular and accurate reporting).

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;

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.

- 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. Qualifications

Successful completion of a full course of university studies attested by a degree where the normal duration of university education is at least three (3) years.

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

2.3. Professional experience

To qualify for this profile, you must have at the closing date for submission of applications a total professional experience⁶ of at least three (3) years acquired after achieving the minimum requirements stated out in 2.2. At least two (2) years of your total professional experience must be relevant professional experience⁷ in the fields listed in the section 1.

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 an interview.

- Your academic and professional qualifications and their relevance to the main areas of work listed in section 1;

³ Before appointment, successful applicants will be required to undergo a medical examination to ensure that they fulfil the requirements of Articles 12, 2 (c) 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 part-time shall be calculated pro rata, on the basis of the percentage of full-time hours worked. A given period may be counted only once.

⁷ Relevant experience should be described in the ECHA CV.

Preference will be given to qualifications obtained in the following fields:

- Ecotoxicology
 - Environmental sciences
- Your professional experience: the range of fields covered; the length, 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 in managing multi-stakeholder projects and/or processes;
- Peer-reviewed publications in the field of environmental hazard or risk assessment, ecotoxicology, environmental fate, non-testing methods such as (Q)SARs or policy-oriented publications in fields relevant to the tasks set out in section 1;
- Experience with relevant IT tools, such as FOCUS, EUSES, IUCLID, Chesar, QSAR Toolbox;
- Experience of working in an international or multicultural environment.

The academic and professional qualifications, professional experience and knowledge and experience considered as an asset must be described as precisely as possible in the ECHA CV⁸.

4. Interview and written test

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

- Knowledge and understanding in your areas of experience that are most relevant to the tasks set out in section 1;
- Understanding of the role and tasks of ECHA in relation to the REACH, CLP and Biocides legislation;
- Knowledge of environmental topics in the above mentioned regulations and guidance documents;
- Aptitude for negotiation and consensus building on complex scientific dossiers;
- Ability to communicate and liaise effectively across the organisation and externally;
- Negotiation, problem solving and conflict resolution skills;
- 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.

⁸ http://echa.europa.eu/doc/opportunities/jobs/echa_cv.doc.

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 two years.

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

6. Applications

Before applying, you should carefully read the Guide of Applicants⁹ 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.

All interested candidates are invited to apply by filling in the following two documents:

- **ECHA CV¹⁰**: This document is available in two different formats: .doc format (http://echa.europa.eu/documents/10162/17100/echa_cv_en.doc) and .pdf format (http://echa.europa.eu/documents/10162/13602/echa_cv_en.pdf);
- **Application form¹¹**:
https://comments.echa.europa.eu/comments_cms/ApplicationForm2010.aspx?Code=ECHATA2015008

7. Other information

Successful applicants may be offered an employment contract for five years as a temporary agent. This contract may be renewed for a definite period. If renewed for a second time, the contract becomes indefinite. If the successful applicant from the external selection procedure is already a member of temporary staff 2(f) in the relevant function group or another function group, the Agency shall offer the person, in writing, the opportunity to be assigned to the post by means of mobility under the provisions of Article 6(2)¹² or, subject to the establishment plan availabilities, Article 10¹² respectively, if the person prefers to ensure continuity of contracts.

The minimum number of years of professional experience required after the award of the qualification certifying the completion of the level of studies required as a condition of eligibility for any selection procedure is as follows:

Grade of engagement	Number of years of professional experience
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⁹ http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf

¹⁰ The ECHA CV must be attached to the Application form. Failure to submit the ECHA CV will lead to exclusion from the procedure.

¹¹ Applications that are sent after the closing date for submission, are incomplete or do not fulfil the criteria set out above will be excluded from the selection.

¹² Implementing rules on the procedure governing the engagement and use of temporary staff under Article 2(f) of the CEOS:
http://echa.europa.eu/documents/10162/21844190/mb_27_2015_final_annex_1c_use_and_engagement_to_temporary_agents_en.pdf

AD5	0 years
AD6	3 years
AD7	6 years
AD8	9 years
AD9/10	12 years
AD11/12	15 years
AST1	0 years
AST2	1 year
AST3	3 years
AST4	6 years

For the purposes of determining professional experience, the appointing authority shall allow 24 months' additional seniority of step in grade for professional experience equal to more than the number of years indicated below:

Function group and grade	Minimum years of work experience for additional seniority
AD14-AD16	21 years
AD12-AD13	18 years
AD9-AD11	15 years
AD8	12 years
AD7	9 years
AD6	6 years
AD5	3 years
AST4	12 years
AST3	9 years
AST2	6 years
AST1	3 years

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 with respect to 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 temporary 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
- Implementing rules concerning temporary agents:
http://echa.europa.eu/documents/10162/21844190/mb_27_2015_final_annex_1c_use_and_engagement_temporary_agents_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 45/2001¹³ on the protection of personal data.

For more information on the protection of personal data, please consult the Guide for Applicants¹⁴.

¹³ <http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2001:008:0001:0022:EN:PDF>

¹⁴ http://echa.europa.eu/documents/10162/13602/general_guide_for_applicants_en.pdf