

ECHA/TRN/2022/007 – Data Availability Unit (A4)

The Data Availability unit is responsible for ensuring that the data submitted to the European Chemicals Agency is complete and available to stakeholders. This includes verifying the completeness of the data, assessing its confidentiality, and managing post-submission actions including encouraging updates. The unit also coordinates the publication of information on chemicals on the website, including the EU Observatory on Nanomaterials and EU Chemical Legislation Finder. The unit provides advice and support to stakeholders on these matters as well as manages the tools related to the verification of completeness and the preview of information at the time of submission.

Assignment

This trainee will work in the Further actions and Confidentiality team that is responsible for creating and maintaining processes and IT Tools to help registrants to comply with their regulatory obligations (i.e. joint submission obligation, keeping information up to date, invalidation of registrations) and assessing confidentiality request submitted in REACH registrations.

The trainee would work as part of the project to promote registration updates required by REACH and support the management of invalid registrations. Special focus will be put in supporting companies that have lost access to ECHA's IT Tools and will need extra help to update their registrations.

The work will include:

- Active support to companies to help them to comply with their regulatory obligations (e.g. dossier updates, joint submission obligation);
- Preparation of new supporting material to be published on ECHA website to help companies in the update of their dossiers;
- Supporting the process of invalidation of registration numbers.

Profile

- Completed degree or diploma of university studies in a relevant discipline;
- Interest in and knowledge of EU chemicals regulations;
- Great service-minded attitude: a person that is proactive and likes to find solutions to problems and help customers;
- Ability to take responsibility for specific areas of work and see actions through to completion ensuring that the deadlines are met;
- Aptitude for working with IT applications;
- Aptitude for team work;
- Good communication and interpersonal skills, both in verbal and written form;
- Good written and spoken English skills (as this is the working language of the Agency).

Starting Date: 01 March 2022

Duration: 6 months

Deadline for applications: 31 October 2021 at noon 12:00 Helsinki time (11:00 a.m. CET)