



**European Centre for Disease Prevention and Control
Vacancy for the post
Name of Expert Tuberculosis
in the Surveillance and Response Support Unit
(ECDC/AD/2016/SRS-ETB)**

Applications are invited for the above Temporary Agent post at the European Centre for Disease Prevention and Control (ECDC).

Job description

The jobholder will report to the Head of Section Scientific Assessment in the Surveillance and Response Unit and will work in close collaboration with the Head of the Tuberculosis (TB) Disease Programme.

He/She will be responsible in particular for the following areas of work:

- Support the Head of the TB Programme in providing input into the priorities of the Centre in the area of TB;
- Contribute to the planning, coordination and implementation of ECDC activities in the area of tuberculosis;
- Contribute to the coordination of the TB prevention and control work of the Centre;
- Contribute to the provision of evidence based scientific advice on TB prevention and control in the EU/EEA and rapid risk assessments in response to questions and requests from the European Parliament, the European Commission and the Member States (MS);
- Coordinate specific ECDC projects in the area of TB and be responsible for the project management by managing and follow-up of contracted activities in the area of TB;
- Contribute to scientific publications, including peer-reviewed publications;
- Produce systematic literature reviews, expert opinions and guidance documents related to TB with teams of internal or external experts;
- Represent ECDC and present the work of ECDC at international conferences and meetings;
- Contribute to the evaluation of TB programmes in the EU MS e.g. as part of country missions;

- Under the supervision of the Head of TB Programme, maintain close links and sharing of scientific information between the Centre and national/international TB surveillance structures, other networks, partners, and stakeholders as appropriate;
- Contribute to other activities of ECDC as required, and in his/her field of competence;
- May be asked to contribute to the 24/7 duty system of ECDC.

Qualifications and experiences required

A. Formal requirements

In order to be an eligible candidate you need to fulfil a set of formal requirements. These requirements are:

- For AD 5: A level of education which corresponds to completed university studies of at least three years attested by a diploma¹
- Thorough knowledge of one of the languages of the Communities and a satisfactory knowledge of another language of the Communities to the extent necessary for the performance of his/her duties²;
- Nationality of one of the EU Member States or of Norway, Iceland or Liechtenstein;
- To be entitled to his or her full rights as a citizen³;
- To have fulfilled any obligations imposed by the applicable laws on military service;
- Meet the character requirements for the duties involved; and
- Be physically fit to perform the duties linked to the post.

B. Selection criteria

To qualify for this post we have identified *essential criteria* with regard to *professional experience* and *personal characteristics/interpersonal skills*. These are:

Professional experience/knowledge:

- University degree within the field of medicine, biomedical sciences, epidemiology, public health, infectious diseases or other related field;
- At least 5 years of professional experience (following the award of the diploma) of which at least 3 years acquired in jobs relevant to the position;
- Sound knowledge of evidence and issues related to TB prevention and control;
- Proven skills in evidence base collection and guidance development.

¹ Only diplomas and certificates that have been awarded in EU member states or that are the subject of equivalence certificates issued by authorities in the said Member States shall be taken into consideration

² In addition, in order to be eligible for a promotion through an annual promotion exercise the staff members have to have a working knowledge of a third EU language, as described in the applicable Staff Regulations and Implementing Rules.

³ Prior to the appointment, the successful candidate will be asked to provide a certificate from the police file to the effect of non-existing criminal record.

Personal characteristics/interpersonal skills:

- Very good command of English, both written and spoken;
- Proven skills in oral and written communication of scientific information to authorities, scientists as well as to a wider audience;
- Excellent ability to coordinate projects and/or activities with multidisciplinary teams
- Strong inter-personal skills and ability to work well in a team;
- Ability to work under pressure and manage responsibilities;
- Being quality-driven and service-minded.

We have also identified experiences and skills that are advantageous for this post. These are:

- PhD in Medicine, Life Sciences, Epidemiology, or Public health;
- Medical degree in infectious diseases or related field;
- Proven experience in designing and conducting epidemiological and other relevant public health studies;
- Proven project management skills;
- Experience in programme evaluation;
- Good knowledge of EU policies and activities in the general field of public health and TB prevention and control in particular;
- Advanced skills in statistics, analytical epidemiological methods and related software.

Depending on the number of applications received, the selection committee may apply stricter requirements within the aforementioned selection criteria.

Appointment and conditions of employment

The jobholder will be appointed on the basis of a shortlist proposed by the Selection Committee to the Director. This vacancy notice is the basis for the establishment of the Selection Committee's proposal. Candidates may be requested to undergo written tests. Candidates should note that the proposal may be made public and that inclusion in the shortlist does not guarantee recruitment. The shortlist of candidates will be established following an open selection process.

The successful candidate will be recruited as a Temporary Agent, pursuant to article 2f) of the Conditions of Employment of Other Servants of the European Communities, for a period of five years which may be renewed. The appointment will be in grade **AD 5**.

Applicants should note the requirement under the EU staff regulations for all new staff to complete successfully a probationary period.

For any further information on contractual and working conditions, please refer to the Conditions of Employment of Other Servants of the European Communities, which are available at the following link:

http://ecdc.europa.eu/en/aboutus/jobs/Documents/Staff_Regulations_2014.pdf

The place of employment will be Stockholm, where the Centre has its activities.

Reserve list

A reserve list may be created and used as a reserve for recruitment, should similar vacancies arise. It will be valid until 31 December 2016 and may be extended.

Application procedure

To apply please send a completed application to Recruitment@ecdc.europa.eu clearly indicating the vacancy reference and your family name in the subject line of the email.

For your application to be valid you must complete all required sections of the application form, which should be submitted in Word or PDF format and preferably in English⁴. Any incomplete applications will be considered invalid.

The ECDC application form can be found on our website here:

<http://ecdc.europa.eu/en/aboutus/jobs/Pages/JobOpportunities.aspx>

The closing date for the submission of applications is ~~10th May 2016, at 24:00 CET~~

Application deadline extended to 12th May 2016 at 24:00 (CET).

Due to the large volume of applications received, only candidates selected for interviews will be notified.

Further information regarding the status of this selection procedure can be found on our website using the above link.

⁴ This vacancy notice has been translated into all 24 official EU languages from its English original. As the language of day-to-day operations in the Agency is generally English, ECDC prefers to receive the application in English.