

Expert Emergency Preparedness and Response

Unit: Public Health Functions

Reference: ECDC/AD/2021/PHF-EEPR

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

Job description

The jobholder will contribute to the activities of the Centre related to emergency preparedness and response to detect, assess, prepare for and respond to serious cross-border health threats related to communicable diseases. He/she will be placed in the Public Health Functions Unit in the Emergency Preparedness and Response Support Section.

The jobholder will be responsible in particular for the following areas of work:

- Support EU/EEA Member States and the European Commission in emergency preparedness and response related activities through scientific evidence, systematic literature reviews, technical reports, guidance documents, simulation exercises, in and after action reviews, country visits and the development of tools, assessment methodologies and training materials;
- Contribute to the further development of epidemiological and microbiological tools (data bases, analysis packages, information exchange systems and specific networks) for emergency preparedness and response;
- Ensure the timely production of high quality and evidence based rapid risk/outbreak assessments and other related outputs in response to potential communicable disease threats;
- Support cross-border outbreak investigations with particular emphasis on data collection and analysis;
- Participate in field deployments to support response missions in EU/EEA Member States and third countries, in collaboration with EU stakeholders (e.g. DG ECHO and DG INTPA of the European Commission) and non-EU partners (e.g. WHO, GOARN, and other CDC's);
- Actively liaise and collaborate with internal and external stakeholders and participate in preparedness and response networks to strengthen ECDC's cooperation with EU/EEA Member States;

- Procure external services in line with EU public procurement rules, as required;
- Contribute to the response duty system and the 24/7 duty system of ECDC;
- Contribute to other activities of ECDC, as required, in his/her field of expertise.

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:

- A level of education which corresponds to completed university studies of at least 3 years attested by a diploma¹;
- Thorough knowledge of one of the official EU languages and a satisfactory knowledge of another official EU language 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:

- At least 5 years professional experience (following the award of the diploma), of which at least 3 years experience acquired in positions relevant to the job description;
- A university degree in the field of public health, epidemiology, health sciences, medicine, biomedical sciences, nursing, veterinary medicine, pharmacology, microbiology, virology, bacteriology or infectious diseases. Alternatively, a post-graduate degree in applied field epidemiology (e.g. EPIET or equivalent such as national field epidemiology training programme);
- Proven work experience in emergency preparedness, threat detection and/or outbreak investigation;
- Proven experience in project management;

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 Candidates with a non-official EU language or English as their mother tongue must provide proof of their level of a second language with a certificate (B1 or more).

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.

- Knowledge and ability to work with databases, epidemiological tools and statistical software packages, to manage, share and analyse epidemiologic information and conduct outbreak investigations;
- Proven experience in communicating scientific information to authorities, scientists as well to a wider audience, especially through oral presentations, technical reports and by publishing scientific articles;
- Excellent command of English, both written and spoken.

Personal characteristics/interpersonal skills:

- Quality driven and service minded;
- Ability to work collaboratively and build strong working relationships;
- Results oriented and able to take initiative;
- Strong organisational skills and ability to work under pressure;
- Excellent analytical skills.

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

Equal Opportunities

ECDC is an equal opportunities employer and encourages applications from all candidates who fulfil the eligibility and selection criteria without any distinction on grounds of age, race, political, philosophical or religious conviction, gender or sexual orientation and regardless of disabilities.

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 will 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 Union, 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:

<https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A01962R0031-20140501>

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

Reserve list

A reserve list may be created and used for recruitment, should similar vacancies arise. It will be valid until 31 December of the same year as the application deadline 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:

<https://ecdc.europa.eu/en/about-us/work-us/recruitment-process>

The closing date for the submission of applications is on **20th April 2021 at 23:59 Stockholm time**. Further information regarding the status of this selection procedure, as well as important information regarding the recruitment process, is noted on our website and can be found using the above link.

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

⁴ This vacancy notice has been translated into all 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.