

# CALL FOR EXPRESSION OF INTEREST FOR TEMPORARY AGENTS

## ADMINISTRATORS (AD) - GRADE AD6, AD7, AD8

REF. ENISA-TA-AD-2020-01

**Place of employment: Athens, Greece<sup>1</sup>.**

The European Union Agency for Cybersecurity (ENISA) is looking to draw up reserve lists of in **total 75 candidates**, from which at least **12 experts** will be recruited immediately to start work in 2020 and potentially **6 experts** with a starting date of 01.01.2021 to support the Agency's activities in one or more of the following areas, pursuant to [Chapter II of Regulation \(EU\) 2019/881 - Cybersecurity Act \(CSA\)](#):

- Article 5: Development and implementation of Union policy and law
- Article 6: Capacity-building
- Article 7: Operational cooperation at Union level
- Article 8: Market, cybersecurity certification and standardisation
- Article 9: Knowledge and information
- Article 10: Awareness-raising and education
- Article 11: Research and innovation
- Article 12: International cooperation

**Please send us your application by no later than 20 May 2020 at 15:00 CET<sup>2</sup>.**

## 1. WHAT CANDIDATES IS ENISA LOOKING FOR?

ENISA is looking for candidates that fit into one or more of the following profiles:

### PROFILE A: KNOWLEDGE AND EXPERIENCE IN CYBERSECURITY

on a technical, operational or strategic level, acquired through relevant academic studies, research and/or professional experience as a manager, expert, analyst, officer or IT specialist in private or public sector. Candidates are expected to hold this knowledge and experience in **one or more** of the following areas:

- A.1. ICT security auditing, risk assessment and management;
- A.2. ICT security policy development and implementation;
- A.3. ICT security policies, specifications and best practices;
- A.4. Cyber crisis management, incident handling and response, penetration testing and forensics;
- A.5. Cybersecurity architectures;
- A.6. Cybersecurity threat intelligence (CTI), vulnerability assessment and management;
- A.7. Security and privacy engineering, including cryptography;
- A.8. Trust services and digital identity management including public key infrastructure technologies;
- A.9. Cybersecurity certification of products, services and processes and standards;
- A.10. Cybersecurity technology research and innovation;
- A.11. Cybersecurity capacity building, education and training;
- A.12. Network and application security, including security of electronic communications, software and systems.

<sup>1</sup> ENISA reserves the right as per Staff Regulations to change the location of the post should it be in the interest of the service. The successful candidate(s) will be recruited as a Temporary Agent, pursuant to Article 2(f) of the Conditions of Employment of Other Servants of the European Union (CEOS) for a period of five (5) years. After the five (5) years, the contract may be renewed for an indefinite period. Additional information on the conditions of employment is available in Annex I.

<sup>2</sup> CET: Central European Time. Initial deadline 24 April 2020 at 15:00 CET.

**PROFILE B: SECTORIAL ICT TECHNICAL OR ICT POLICY KNOWLEDGE AND EXPERIENCE, AND PROVEN PROFESSIONAL UNDERSTANDING OF CYBERSECURITY ISSUES**

in one or more sectors or policy fields (e.g. transport, energy, telecommunications, financial services, utilities, health, digital services, emerging technologies etc.) or in the digital economy and society, acquired through relevant academic studies, research and/or professional experience as ICT manager, ICT expert or ICT policy officer in the private or public sector. Candidates are expected to hold this knowledge and experience in **one or more** of the following areas:

- B.1. Healthcare;
- B.2. Banking and financial services;
- B.3. Transport;
- B.4. Energy and utilities;
- B.5. Electronic government services, commerce and/or logistics;
- B.6. Telecommunications;
- B.7. Consumer-centred digital platforms (e.g. social media etc.);
- B.8. Cloud computing;
- B.9. Distributed ledgers;
- B.10. Internet of Things (IoT);
- B.11. Artificial Intelligence (AI);
- B.12. Engineering, research and development of ICT systems and emerging technologies.

**PROFILE C: STRONG BACKGROUND IN ECONOMICS, LAW, JOURNALISM, COMMUNICATION, SOCIAL SCIENCES, EU PUBLIC SECTOR, ETC. WITH A RELEVANT LINK TO CYBERSECURITY**

resulting in a proven insight and proven understanding and interest into cybersecurity, acquired through relevant academic studies, research and/or professional experience in EU or national private or public sector. Candidates are expected to hold knowledge and experience in **one or more** of the following areas:

- C.1. Economics of cybersecurity;
- C.2. Societal/psychological, behavioural analysis of cybersecurity;
- C.3. Public policy on cybersecurity;
- C.4. Cybersecurity in management information systems;
- C.5. Compliance aspects of cybersecurity;
- C.6. Quality management with relevance to cybersecurity;
- C.7. Information assurance with relevance to cybersecurity;
- C.8. Knowledge management on cybersecurity;
- C.9. Legal aspects of cybersecurity;
- C.10. Cybercrime investigations;
- C.11. Communication, dissemination and/or awareness raising on cybersecurity;
- C.12. Quantitative and qualitative methods with application on cybersecurity.

The call for expression of interest covers function group administrators (AD) across three grades in line with the EU institutions grading system ranging from AD6 to AD8. The number of candidates to be placed on reserve lists per grade are as follows: AD6=25, AD7=30, AD8=20. The number of successful candidates sought for 2020-2021 per grade are as follows: AD6=6, AD7=7 and AD8=5<sup>3</sup>.

As part of the process, the reserve list that will be formed for each grade will also be used to identify candidates for future positions. The reserve lists established will be valid until **31/12/2022**.

## 2. WHAT TASKS CAN I EXPECT TO PERFORM?

The successful candidates(s) are expected to contribute to one or more of the following activities of the Agency (depending on the grade, the profile and the assignment post):

- Support EU policy development and implementation, providing advice, helping to develop technical guidelines, recommendations and tools both in general and/or in different policy and technological fields and sectors, as well as facilitating the exchange of best practices;

<sup>3</sup> Pending approval of ENISA Management Board.

- Support information collection, sharing and analysis of cyber security incident information and relevant reports;
- Support Member States, European Union institutions, bodies, offices and agencies to improve their capabilities on the prevention, detection, analysis of and response to cyber threats and incidents;
- Support operational communities, such as Computer Security Incident Response Teams (CSIRTs), in the area of security incident handling and response;
- Facilitate operational cooperation among Member States, European Union institutions, bodies, offices and agencies and between stakeholders, including the development and improvement of Standard Operational Procedures;
- Support the management, including crisis communication of cross-border large-scale incidents and crises (Cyber Crises Management);
- Contribute to the Agency's skills development and capacity building activities, such as the organisation and management of exercises, challenges, trainings etc.;
- Contribute to the design, deployment and maintenance of EU cybersecurity certification schemes and the EU cybersecurity certification framework;
- Support the establishment and take-up of European and International standards for risk management and for the security of ICT products, ICT services and ICT processes;
- Perform threat assessments and risk analysis in the area of cybersecurity, including emerging technologies;
- Raise public awareness of cybersecurity risks and provide guidance on good practices, in cooperation with the Member States, European Union institutions, bodies, offices and agencies and industry;
- Support European Union institutions, bodies, offices and agencies and the Member States on research needs and priorities in the field of cybersecurity;
- Support the development and maintenance of platforms related to the core operational activities;
- Contribute to the dissemination and taking up of the results of the Agency, including engagement of relevant stakeholders;
- Contribute to the drafting and implementation of the Agency Multiannual Work Programme;
- Contribute to tender procedures and supervision of contracts related to the activities of the Multiannual Work Programme;
- Set-up and co-ordinate expert/working groups in the area of cybersecurity;
- Take on additional tasks as required in the interest of the service.

### 3. AM I ELIGIBLE TO APPLY?

The eligibility requirements below apply to all Temporary Agents grades: AD6, AD7 and AD8. Candidates must satisfy ALL the eligibility criteria (outlined in section 3.1. and 3.2.) for the particular grade that they are applying, on the closing date of the application. In the event that you do not fulfil all the eligibility criteria (as per the particular grade listed in your application), your application will not be further assessed.

#### 3.1 GENERAL ELIGIBILITY REQUIREMENTS

- Have a thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another official European language<sup>4</sup>. You must have knowledge of at least two official EU languages: language 1 at minimum C1 level (thorough knowledge) and language 2 at minimum B2 level (satisfactory knowledge).
- Be a national of one of the Member States of the European Union<sup>5</sup>;

<sup>4</sup> Please note that the minimum levels required above must apply to each linguistic ability (speaking, writing, reading and listening). These abilities reflect the Common European Framework of Reference for Languages <https://europass.cedefop.europa.eu/resources/european-language-levels-cefr>. The official languages of the European Union are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish.

<sup>5</sup> It should be noted that due to the withdrawal of the United Kingdom from the European Union on the 31/01/2020, British nationals who do not hold the nationality of another European Union member state, are not eligible for applications at ENISA due to the fact that they do not fulfil the requirements of Article 12.2 of the Conditions of Employment of Other Servants, namely that they do not hold the nationality of an EU Member State.

- Be entitled to his/her full rights as a citizen<sup>6</sup>;
- Have fulfilled any obligations imposed by the applicable laws concerning military service;
- Be physically fit to perform the duties linked to the post<sup>7</sup>.

### 3.2 SPECIFIC ELIGIBILITY REQUIREMENTS - QUALIFICATION AND PROFESSIONAL EXPERIENCE

In addition to point 3.1., candidates must fulfil the following conditions for the grade to which they are applying:

#### 3.2.1 Temporary Agent, Grade 6 (TA/AD6)

- A level of education which corresponds to completed university studies attested by a diploma<sup>8</sup> when the normal period of university education is at least three years;
- In addition to the above, at least an overall of **three years** of full-time professional experience<sup>9</sup> after the award of the university degree.

#### 3.2.2 Temporary Agent, Grade 7 (TA/AD7)

- A level of education which corresponds to completed university studies attested by a diploma<sup>10</sup> when the normal period of university education is four years or more; OR
- A level of education which corresponds to completed university studies attested by a diploma and at least one year of appropriate professional experience when the normal period of university education is at least three years;
- In addition to the above, at least an overall of **six years** of full-time professional experience<sup>11</sup> relevant after the award of the university degree.

#### 3.2.3 Temporary Agent, Grade 8 (TA/AD8)

- A level of education which corresponds to completed university studies attested by a diploma<sup>12</sup> when the normal period of university education is four years or more; OR
- A level of education which corresponds to completed university studies attested by a diploma and at least one year appropriate professional experience when the normal period of university education is at least three years;
- In addition to the above, at least an overall of **nine years** of professional experience<sup>13</sup> relevant after the award of the university degree.

<sup>6</sup> Prior to the appointment, the successful candidate will be asked to provide a certificate issued by a competent Member State Authority attesting the absence of any criminal record.

<sup>7</sup> Prior to the appointment, the successful candidate shall be medically examined by a selected medical service in line with the requirement of Article 28(e) of the Staff Regulations of Officials of the European Communities.

<sup>8</sup> Only diplomas issued by EU Member State authorities and diplomas recognised as equivalent by the relevant EU Member State bodies are accepted. If the main studies took place outside the European Union, the candidate's qualification must have been recognised by a body delegated officially for the purpose by one of the European Union Member States (such as a national Ministry of Education) and a document attesting so must be submitted if you have been invited for an interview. This will enable the selection board to assess accurately the level of the qualifications. Candidates must meet this requirement on the closing date of application.

<sup>9</sup> Professional experience connected with the Agency's areas of activities and for which you can provide verification of the period worked shall be taken into account. The professional experience is counted from the date of completion of the required diploma indicated in eligibility criteria and if it is on a paid basis (including internship/traineeship). PhD may be counted as professional experience if the candidate received a salary/study grant during the period of the PhD studies. The maximum duration counted for a PhD is three years provided that the PhD has been successfully concluded by the closing date for applications of the selection procedure. Hence, it is important that the start and end dates of the professional experience and whether is full time or part time workload (by outlining the percentage) should be indicated in the curriculum vitae. Any given period of professional experience shall be counted only once. Part-time periods will be calculated pro rata. Compulsory military service shall be taken into consideration as professional experience if the official documentation is provided.

<sup>10</sup> See footnote 8.

<sup>11</sup> See footnote 9.

<sup>12</sup> See footnote 8.

<sup>13</sup> Professional experience connected with the Agency's areas of activities and for which you can provide verification of the period worked shall be taken into account. The professional experience is counted from the date of completion of the required diploma indicated in eligibility criteria and if it is on a paid basis (including internship/traineeship). PhD may be counted as professional experience if the candidate received a salary/study grant during the period of the PhD studies. The maximum duration counted for a PhD is three years provided that the PhD has been successfully concluded by the closing date for applications of the selection procedure. Hence, it is important that the start and end dates of the professional experience and whether is full time or part time workload (by outlining the percentage) should be indicated in the curriculum vitae. Any given period of professional experience shall be counted only once. Part-time periods will be calculated pro rata. Compulsory military service shall be taken into consideration as professional experience if the official documentation is provided.

### 3.3 INTER-AGENCY AND INTERNAL MOBILITY

Temporary agents 2(f) from EU Agencies, in function groups AD6, AD7 or AD8 are also invited to apply in accordance with the following ENISA rules: [DECISION No MB/12 of the Management Board of the European Union Agency for Network and Information Security \(ENISA\) on the general implementing provisions on the procedure governing the engagement and use of temporary staff under Article 2\(f\) of the CEOS](#) by submitting their Europass CV<sup>14</sup> and Talent Screener form<sup>15</sup>.

## 4. WHAT ARE THE SELECTION CRITERIA?

All eligible candidates will be assessed against the following technical and behavioural selection criteria. Certain selection criteria may be assessed/scored jointly and some criteria in two or more phases of the selection process (evaluation of submitted documents (Europass CV<sup>16</sup> and Talent Screener form<sup>17</sup>), interview and/or written test phase).

To carry out the first phase of the selection process, each of the candidate answers to the Talent Screener Form related to the selection criteria on knowledge and professional experience will be awarded between 0 to 5 points. In addition, within the scope of this assessment stage, the Selection Board can also consult the candidates Europass CV. The points are added up to identify those candidates whose profiles best match the tasks to be performed. Only the candidates with the highest total mark in the first stage of the selection will progress to the next phase of the selection process.

**Note:** during the eligibility check or assessment phase, the Selection Board may reassign your application to a lower grade provided that you don't fulfil the conditions for that grade and give your consent in the Talent Screener form. Should you fulfil the eligibility for a lower grade within the career bracket published, the Selection Board may consider your application further in the assessment process for the lower grade(s).

### 4.1 TECHNICAL COMPETENCIES

For each grade, a detailed description of the selection criteria is outlined below.

#### 4.1.1 Selection criteria for grade AD 6 (TA/AD6)

- **Proven professional experience of at least 3 years** in one or more of the profiles listed under Section 1. Relevant renowned certification(s) would be an asset.
- **Academic qualification(s):** degree(s) in one of the following domains: Information Systems, Computer Science, Natural Sciences, Engineering, Management, Law, Political Science, Economics, Social Sciences, Communication, Journalism or a related discipline.
- Experience in **contributing to or coordinating projects involving a variety of stakeholders** is an asset.
- **International/multicultural experience** within the areas listed under Section 1 would be an asset.
- A thorough knowledge of **English** (minimum level required: C1 of Common European Framework of Reference for Languages, applying to each linguistic ability (speaking, writing, reading and listening)<sup>18</sup>.

<sup>14</sup> <https://europass.cedefop.europa.eu/documents/curriculum-vitae>. Please note only the Europass CV will be considered. Should candidates note use the respective format, their application will be excluded. It is important that the start and end dates of the professional experience and whether is full time or part time workload (by outlining the percentage) should be indicated in the curriculum vitae. The professional experience is counted from the date of completion of the required diploma indicated in eligibility criteria and if it is on a paid basis (including internship/traineeship). PhD may be counted as professional experience if the candidate received a salary/study grant during the period of the PhD studies. The maximum duration counted for a PhD is three years provided that the PhD has been successfully concluded by the closing date for applications of the selection procedure. Any given period of professional experience shall be counted only once. Part-time periods will be calculated pro rata. Compulsory military service shall be taken into consideration as professional experience if the official documentation is provided. In addition, the eligibility of your application will be determined based on the education level you declare. Therefore, when completing your CV, please make sure to indicate the qualification obtained and the official length of the studies.

<sup>15</sup> This is a form with a number of questions to reflect the candidates' qualifications, experience and motivation. Candidates must fill and submit this form as part of the application process.

<sup>16</sup> See footnote 14.

<sup>17</sup> See footnote 15.

<sup>18</sup> <https://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf>

#### 4.1.2 Selection criteria for grade AD 7 (TA/AD7)

- **Proven professional experience of at least 6 years** in one or more of the profiles listed under Section 1. Relevant renowned certification(s) would be an asset.
- **Academic qualification(s):** degree(s) in one of the following domains: Information Systems, Computer Science, Natural Sciences, Engineering, Management, Law, Political Science, Economics, Social Sciences, Communication, Journalism or a related discipline.
- **Project management experience**, including 2 years of managing complex projects involving a variety of stakeholders is an asset.
- **International/multicultural experience** within the areas listed under Section 1 would be an asset.
- A thorough knowledge of **English** (minimum level required: C1 of Common European Framework of Reference for Languages, applying to each linguistic ability (speaking, writing, reading and listening)<sup>19</sup>.

#### 4.1.3 Selection criteria for grade AD 8 (TA/AD8)

- **Proven professional experience of at least 9 years** in one or more of the profiles listed under Section 1. Relevant renowned certification(s) would be an asset.
- **Academic qualification(s):** degree(s) in one of the following domains: Information Systems, Computer Science, Natural Sciences, Engineering, Management, Law, Political Science, Economics, Social Sciences, Communication, Journalism or a related discipline.
- **Project management experience**, including 4 years of managing complex projects involving a variety of stakeholders is an asset.
- **Proven experience and ability in leading teams** would be an asset.
- **International/multicultural experience** within the areas listed under Section 1 would be an asset.
- A thorough knowledge of **English** (minimum level required: C1 of Common European Framework of Reference for Languages, applying to each linguistic ability (speaking, writing, reading and listening)<sup>20</sup>.

#### 4.2 BEHAVIOURAL COMPETENCIES

- Motivation;
- Analysis and problem solving;
- Priority setting, planning and organising;
- Working with others in a multicultural environment;
- Excellent communication and negotiating skills.

## 5. HOW CAN I APPLY?

In order to be considered for this position, candidates must submit an application which includes:

- a **CV in Europass format**<sup>21</sup>;
- a completed **Talent Screener** form<sup>22</sup>.

You may apply for one or more grades. However, only complete applications will be accepted and considered further in the evaluation process.

<sup>19</sup> See footnote 18.

<sup>20</sup> See footnote 19.

<sup>21</sup> <https://europass.cedefop.europa.eu/documents/curriculum-vitae>. Please note only the Europass CV will be considered. Should candidates not use the respective format, their application will be excluded. It is important that the start and end dates of the professional experience and whether is full time or part time workload (by outlining the percentage) should be indicated in the curriculum vitae. The professional experience is counted from the date of completion of the required diploma indicated in eligibility criteria and if it is on a paid basis (including internship/traineeship). PhD may be counted as professional experience if the candidate received a salary/study grant during the period of the PhD studies. The maximum duration counted for a PhD is three years provided that the PhD has been successfully concluded by the closing date for applications of the selection procedure. Any given period of professional experience shall be counted only once. Part-time periods will be calculated pro rata. Compulsory military service shall be taken into consideration as professional experience if the official documentation is provided. In addition, the eligibility of your application will be determined based on the education level you declare. Therefore, when completing your CV, please make sure to indicate the qualification obtained and the official length of the studies.

<sup>22</sup> This is a form with a number of questions to reflect the candidates' qualifications, experience and motivation. Candidates must fill and submit this form as part of the application process.

The application should be sent before the deadline: **20 May 2020 at 15:00 CET**, to the following address:  
[HRjobs@enisa.europa.eu](mailto:HRjobs@enisa.europa.eu)

In the field "subject" of the email you must quote the grade, your surname and name and the reference number of the selection procedure you wish to apply for (**e.g. if you apply for AD6 the subject of your email should be AD6\_SURNAME\_Name\_ENISA-TA-AD-2020-01**).

**Candidates are reminded not to wait until the final days before the closing date to submit applications. ENISA cannot be hold responsible for any delay related to internet connection issues etc. Applications sent after the deadline will not be considered.**

Candidates should assess and check before submitting their application whether they fulfill all the requirements as specified in the call, particularly in terms of qualifications and relevant professional experience. **Start and end dates of all professional experience and whether full time or part time work (outlining percentage of workload) should be indicated in the Curriculum Vitae. In addition, the eligibility of your application will be determined based on the education level you declare.** You can refer to the following link to check the qualifications corresponding to the education level required [http://europa.eu/epso/doc/diplomes-fortheweb\\_en.pdf](http://europa.eu/epso/doc/diplomes-fortheweb_en.pdf). **Therefore, when completing your CV, please make sure to indicate the qualification obtained and the official length of the studies.**

## 6. HOW WILL I BE EVALUATED?

### 6.1 ELIGIBILITY CHECK

Candidates' CVs will be checked against the general and specific eligibility requirements on qualifications and professional experience outlined in section 3.1. and 3.2. Non-compliance with any of these requirements will result in the candidate's exclusion from the selection process.

### 6.2 ASSESSMENT PHASE

For those candidates retained following the eligibility check, this phase will entail assessment of the candidates against the professional experience, academic qualifications and English knowledge required, notably against the selection criteria for each grade. The assessment will be carried out using information provided by candidates in the Europass CV and Talent Screener form. All selection criteria with regard to experience and knowledge (under Section 4.1) are numerically evaluated in order to identify the best-qualified candidates. Those who obtained the highest scoring within the evaluation will be short-listed for an interview and a written test.

Therefore, candidates are recommended to give evidence of their knowledge and experience by specific examples and/or detailed professional experience, specific skills and capabilities in their **Talent Screener form and Europass CV**, in order to be evaluated in the best possible way. **Selection will be made solely on the basis of the candidate's evidence provided in the documents.**

Each of the candidate answers to the Talent Screener Form related to the selection criteria on knowledge and professional experience will be awarded between 0 to 5 points. In addition, within the scope of this assessment stage, the Selection Board can also consult the candidates Europass CV. Only candidates obtaining the highest scoring will go to the next phase of the interview and written test. The maximum number of candidates to be invited for an interview and written test will be twice the number of candidates to be placed on the reserve list for each grade category.

**Reminder:** during the eligibility check or assessment phase, the Selection Board may reassign your application to a lower grade provided that you don't fulfil the conditions for that grade and give your consent in the Talent Screener form. Should you fulfil the eligibility for a lower grade within the career bracket published, the Selection Board may consider your application further in the assessment process for the lower grade(s).

## 7. HOW WILL I BE SELECTED?

A Selection Board is appointed to oversee the assessment of candidates and select the best ones, based on their competencies and qualifications in light of the requirements set in the call. As a result of the assessment undertaken (the interview and written test), the selected candidate(s) will be placed on a reserve list of suitable candidates per grade category.

In addition, reserve listed candidates may be asked to undergo a second interview for which they will be informed in advance in view of determining their suitability for the particular role to be appointed. Moreover, all shortlisted candidates may be requested to complete an online psychometrical test. Shortlisted candidates will be required to submit electronically and prior to the interview and written test, relevant supporting documentation related to their qualification and professional experience. Interviews and a written test will be held in English, however knowledge of another EU languages may also be tested. Mother tongue English speakers will be expected to demonstrate their knowledge of a second EU language in line with Article 28(f) of the Staff Regulations.

It is envisaged that the interviews and written test in order to draw up the reserve lists will take place in **May/June/July 2020**, starting with applicants to the highest grade category. The date may be modified depending on the availability of the Selection Board members. Shortlisted candidates may also be required to provide work-related references upon request of the Agency. The activity of the Selection Board ends with drawing a reserve list of suitable candidates to occupy the position advertised.

**Candidates should note that inclusion on the reserve list does not guarantee recruitment.**

Candidates are assessed solely on the basis of their merit, and as per Staff Regulations, the Agency recruits staff on the broadest possible geographical basis from among nationals of all Member States of the European Union.

The reserve list will be valid until **31/12/2022** and may be extended by decision of the Appointing Authority for further 12 months. This list may be used to recruit staff for other positions in the areas referred to in this vacancy. A candidate invited to an interview will be informed by e-mail whether or not he/she has been placed on the reserve list. **The Agency regrets that, due to the large volume of applications it receives, only candidates invited to the interview will be contacted.**

Please note that the selection process may take several months. Status of the selection procedures can be consulted at: <https://www.enisa.europa.eu/recruitment/vacancies/status-of-recruitment-procedures>

Candidates on the reserve list will be asked to fill a specific form informing the Appointing Authority of any actual or potential conflict of interest<sup>23</sup>. If a letter of intention is issued, the candidate must undergo a compulsory medical examination to establish that he/she meets the standard of physical fitness necessary to perform the duties involved and the candidate must provide original or certified copies of all relevant documents.

In line with the European Ombudsman's recommendation, ENISA publishes the names of the Selection Board on its website once established. **It is strictly forbidden for the candidates to make any contact with the Selection Board, either directly or indirectly. Any infringement to this rule will disqualify the candidate from the competition.**

All enquiries or requests for information in relation to the competition, including details about candidates' results<sup>24</sup> should be addressed to the following email address [recruitment@enisa.europa.eu](mailto:recruitment@enisa.europa.eu)

## 8. GENERAL INFORMATION

For information on the conditions of employment, community tax, data protection, equal opportunity and appeal procedure please refer to [Annex I](#).

**Publication on ENISA career page on 11 March 2020.**

<sup>23</sup> In compliance with Article 11 of the Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Union.

<sup>24</sup> This request for further information does not influence the timeline for lodging an appeal under Article 90 (2) of Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Union.