

NATIONAL EXPERT SECONDED TO EMSA
Call for expression of interest for an ‘Officer - Maritime Support Services’
Ref. n°: EMSA/SNE/2024/01

The European Maritime Safety Agency was established for the purpose of ensuring a high, uniform and effective level of maritime safety, maritime security as well as prevention of and response to pollution by ships within the EU.

The idea of a European Maritime Safety Agency (EMSA) originated in the late 1990's along with a number of other important European maritime safety initiatives. EMSA was set up as the decentralised agency that would provide a major source of support to the European Commission and the Member States in the field of maritime safety, security and prevention of pollution from ships. The Agency was established by Regulation (EC) No 1406/2002 and subsequent amendments have refined and enlarged its mandate to cover among other measures, the efficiency of maritime transport.

The Agency provides technical, operational and scientific assistance to the European Commission and Member States in the fields of maritime safety, maritime security, prevention of, and response to, pollution caused by ships as well as response to marine pollution caused by oil and gas installations.

The Agency also contributes to the overall efficiency of maritime traffic and maritime transport and supports European cooperation on coastguard functions.

EMSA's activities can be broadly described as:

- providing technical and scientific assistance to the Member States and the European Commission in the proper development and implementation of EU legislation on maritime safety, security, prevention of pollution by ships and maritime transport administrative simplification;
- monitoring the implementation of EU legislation through visits and inspections;
- improving cooperation with and between Member States;
- building capacity of national competent authorities;
- providing operational assistance, including developing, managing and maintaining maritime services related to ships, ship monitoring and enforcement;
- carrying out operational preparedness, detection and response tasks with respect to pollution caused by ships and marine pollution by oil and gas installations;
- at the request of the European Commission, providing technical operational assistance to non-EU countries around relevant sea basins.

More information about the Agency and its structure and activities can be found on our website: <http://www.emsa.europa.eu>

EMSA invites you to express your interest for a Seconded National Expert as ‘Officer – Maritime Support Services’. This position will be attached to Department 3 ‘Digital Services and Simplification’, in Unit 3.2 ‘Digital Infrastructure’.

Conditions of Secondment:

This call for expression of interest concerns a Seconded National Expert position.

Rules applicable to National Experts seconded to EMSA can be found on the following link: <http://www.emsa.europa.eu/recruitment-info/seconded-national-experts.html>

Please carefully read these rules before applying.

The initial duration of the secondment is one year with possibility for extension.

The place of employment is Lisbon, Portugal.

General conditions for the secondment:

This call for expression of interest is open to experts working for intergovernmental organisations (IGOs) or Government or State Departments in the EU Member States, Norway or Iceland.

The secondment of an SNE by an employer other than a national, regional or local public administration, an international organisation or an IGO should be authorised only on a case-by-case basis, once it has been ascertained that the SNEs employer is part of the public sector or is an independent university or research organisation that does not seek to make profits for redistribution.

To qualify for secondment, experts shall:

- Have worked for their employer on a permanent or contract basis for at least 12 months before their secondment and shall remain in service and continue to be paid by that employer throughout the period of the secondment;
- Be a national of an EU Member State, Norway or Iceland.

It should be noted that due to the withdrawal of the United Kingdom from the European Union on the 31/01/2020, candidates from the United Kingdom who do not hold the nationality of an European Union member state, are not eligible for calls for applications at EMSA due to the fact that they do not fulfil the requirements of article 1(3) of the Decision of the Administrative Board of 20 November 2009 Laying Down Rules on the Secondment to EMSA of National Experts and National Experts in Professional Training.

Functions and Duties:

The Maritime Support Services (MSS) is an “outward-facing” service, constantly interacting with EMSA users, and internally with the different EMSA Units, either technical or business related. It works in an integrated way, and staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working. The MSS works under a shift work system combined with staff working during normal working hours. The core responsibilities and tasks of the Maritime Support Services are:

- Ensuring the Helpdesk for end-users in Member States and other participating countries or entities;
- Monitoring and, when necessary, reporting on maritime accidents and relevant maritime events within the scope of the EMSA Contingency Plan;
- Activating EMSA services as detailed in the Contingency Plan;
- Traffic monitoring and issuance of maritime related traffic reports (e.g., STS in specific areas);

- Reporting on Data Quality of the different maritime information systems, especially the SSN & LRIT Member States implementation;
- Updating procedures and instructions relating to the above tasks;
- Training and informing other members of the team on specific issues related to the above tasks;
- Visits to EMSA/MSS: carrying out or support presentations if required.

Linked to IT services:

- Supporting the contractor carrying out the tasks of Monitoring and Incident management of IT services in order to recover them as quickly as possible.
- Communicating planned interventions to the different EMSA and EU users' communities.
- Reporting on the above topics, as requested, and on the availability of incoming data (Data Sources monitoring).

This position may entail shift work, early and/or late (extended) office hours or being included in a standby duty service outside working hours.

Main skills and qualifications:

- A university degree preferable in the maritime domain, or equivalent qualification, or professional experience preferably in the area of the above-mentioned functions and duties;
- At least three years of professional experience, in the area of the above-mentioned functions and duties, acquired after the award of the required qualification. When no university degree or equivalent qualification has been acquired, seven years of experience is required of which three must be in the field mentioned above;
- Knowledge or proven experience in the maritime domain e.g. Search and Rescue, pollution response, traffic monitoring, ship/port interface, law enforcement or maritime surveillance in general;
- Knowledge or proven experience with integrated IT systems (e.g. understanding relational databases, middleware, web frontend, integration concept, basic application architecture elements);
- Knowledge or proven experience with data analysis, e.g., using BI tools, Python, Feature Manipulation Engine, ArcMap, and related tasks (presentations, reporting, etc.) and/or statistics, and/or risk assessment/analysis would be an asset;
- Experience with shift work or with stand-by duty tasks would be an asset;
- Good communication, presentation and reporting skills in English;
- The ability to work under pressure and be an excellent teamwork player;
- The ability to communicate with EMSA users via phone or email, ensuring quick and accurate reactions to helpdesk tickets.

Submission of applications:

Each expression of interest shall contain the following documents:

- a) A detailed curriculum vitae in European format (that can be obtained at the following address <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae> or downloaded from our site).
- b) A motivation letter.
- c) A duly completed and signed [declaration of honour](#) (which can also be downloaded from our site).

Please note that candidates cannot send their expression of interest directly to EMSA. These expressions of interest are not considered valid. To be considered valid, the EU Permanent Representation or the EFTA Secretariat/Mission to the European Union (for Norway or Iceland), or the IGO, must send your expression of interest to: recruitment@emsa.europa.eu within the deadline below.

This is an open call for expression of interest and therefore is not subject to a deadline. Please liaise with the appropriate intermediary depending on your case, to ensure that your application reaches EMSA.

EMSA is an Agency focusing on gender balance and a harmonic workplace and strongly encourages the applications of women for the positions where they are underrepresented, especially SNEs positions.

The selection process:

For each selection process a selection committee is nominated. The selection committee will meet every two months to screen valid expressions of interest based on the requirements of the job profile stated in this call for expression of interest.

The most suitable candidates on the basis of the selection criteria will be invited for an interview and written test. Successful candidates will be retained on a reserve list and may be contacted if a position that suits their profile arises. Please note however that inclusion on the reserve list does not guarantee a secondment.

Please be informed that the interviews and/or written tests are likely to be organised remotely. Further information on the organisation of the test and interview will be provided if invited to an interview and/or written test.

Candidates are strictly forbidden to make any contact with the members of the selection committee, either directly or indirectly. Any infringement of this rule will lead to disqualification from the selection procedure.

All candidates will receive an information letter on the outcome of their application.

For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@emsa.europa.eu.

Equal Opportunities:

EMSA is an equal opportunities agency. Seconded National Experts are selected without prejudice as to race, political, philosophical or religious beliefs, gender or sexual orientation and without reference to their marital status or family situation.

Requests for information and lodging a complaint:

How to request for information: An applicant who would like further information concerning a particular decision of the selection procedure may send a request by e-mail preferably within 10 working days from the date he/she was notified.

EMSA's Human Resources will forward the request to the Chairperson of the Selection Committee and the applicant will receive a reply as soon as possible.

How to lodge a complaint: An applicant may lodge a formal complaint under Article 90(2) of the Staff Regulations of Officials of the European Communities and Conditions of employment of other servants of the European Communities by e-mail to Recruitment@emsa.europa.eu or registered mail at the following address:

Human Resources and Internal Support Unit
EMSA
Praça Europa 4
1249-206
Lisbon
Portugal

The time limit for initiating this type of procedure is three months (see Article 90 (2) of the [Staff Regulations as amended by Regulation \(EU, Euratom\) No 1023/2013 of the European Parliament and of the Council of 22 October 2013, OJ L 287, 29.10.2013](#)) from the time you become aware of the act allegedly prejudicing your interests.

Applicants can make a complaint to the European Ombudsman at the address below or directly on Ombudsman's website <https://www.ombudsman.europa.eu/en/home>.

However, before submitting a complaint to the European Ombudsman, applicants must already have contacted EMSA about the matter and used all the internal administrative options for review and/or complaints provided for in the Staff Regulations.

Médiateur européen
1 avenue du Président Robert Schuman
CS 30403
F-67001 Strasbourg Cedex
France

Personal data protection:

Any personal data provided by the Applicant shall be processed pursuant to Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. It shall be processed solely for the purposes of the recruitment exercise.

Should the Applicant have any queries concerning the processing of their personal data, they shall address them to the data controller, the Head of Human Resources and Internal Support Unit.

The Applicant shall have right of recourse at any time to the [European Data Protection Supervisor](#). For more on personal data protection and related documents see the [Personal Data Protection page](#).