



### **Officer – Employment and Public Services**

- You are an enthusiastic professional with experience in working on social dialogue and employment, digital transition, Public services, Public procurement;
- You want to give meaning to your work and be part of a multi-cultural, young, dynamic, and collaborative team where your skills and commitment will be highly valued;
- You want to work for a well-established and recognised organisation that represents local and regional governments in Europe;

... then becoming an Officer – **‘Employment and Public Services** at CEMR is your best opportunity!

#### **Your mission**

Develop and execute CEMR work in the areas of social dialogue and employment, digital transition, public services. You are able to develop your work in connection with the annual and multiannual work program and strategy of the Team and of CEMR.

- **Policy analysis:** Follow policy and legislative developments in the defined policy areas; identify relevant issues and anticipate future initiatives at European level and priorities for CEMR's work programme;
- **Policy drafting:** Draft position papers, briefings, speeches, amendments, articles, and other documents; contribute to research, publications, and external communication on relevant issues;
- **Policy Advocacy:** advocate towards the EU institutions and other relevant bodies on CEMR policy priorities;
- **Organisation** of working structures, events: manage the relevant working structures in the relevant policy areas;
- **Representation** of CEMR and networking: in the Social Dialogue with members and EPSU, and look for representation opportunities at European and international events for CEMR Management, Presidency, or members; represent CEMR at relevant technical meetings and conferences;
- **Contribution** to the drafting of the CEMR annual and multiannual work programme;
- **Contribution** to funding opportunities to further develop activities in the areas concerned.

### **Your profile**

- 2-4 years' experience in working in the field of EU Employment and Public Services;
- Sound understanding of the functioning and the role of the European social dialogue committees and social partner organisations;
- Good knowledge of the main EU legislative files and issues in the field of social and employment policy, and regarding digital transition, particularly related to the digitalisation of local public services;
- Desirable a good understanding of the EU economic governance, the European Semester process, and the Recovery and Resilience Facility;
- Knowledge of the European public procurement directives, EU competition policy, and Services of General Economic Interest is an asset.
- You are fluent in English and proficient in French;
- On the human side, you are a positive and accountable person; You are a good team player, but you are able to work autonomously; you enjoy being in contact with people and you have strong interpersonal skills;
- You value respect of diversity, gender equality and interculturality.

### **We offer**

- An open, international, young, and flexible work environment;
- A valuable experience with the European institutions;
- A long term contract;
- A modern and well-situated office in the European Quarter nearby Trône Metro Station and Luxembourg Brussels Train Station.

### **Wishing to join us?**

We are looking forward to meeting you! Send your CV and application letter (in English and French), telling us about your motivation and interest to [application@ccre-cemr.org](mailto:application@ccre-cemr.org) before 23h59 – 6 April. Please put “Officer – Employment and Public Services” in the title of the email. Please note that only short-listed candidates will be contacted.

More about us: [www.ccre.org](http://www.ccre.org)

CEMR is an equal opportunity employer; we encourage diversity.