

Introduction to Careers in the EU

LSE Careers Service



What do we mean by “Careers in the EU”?

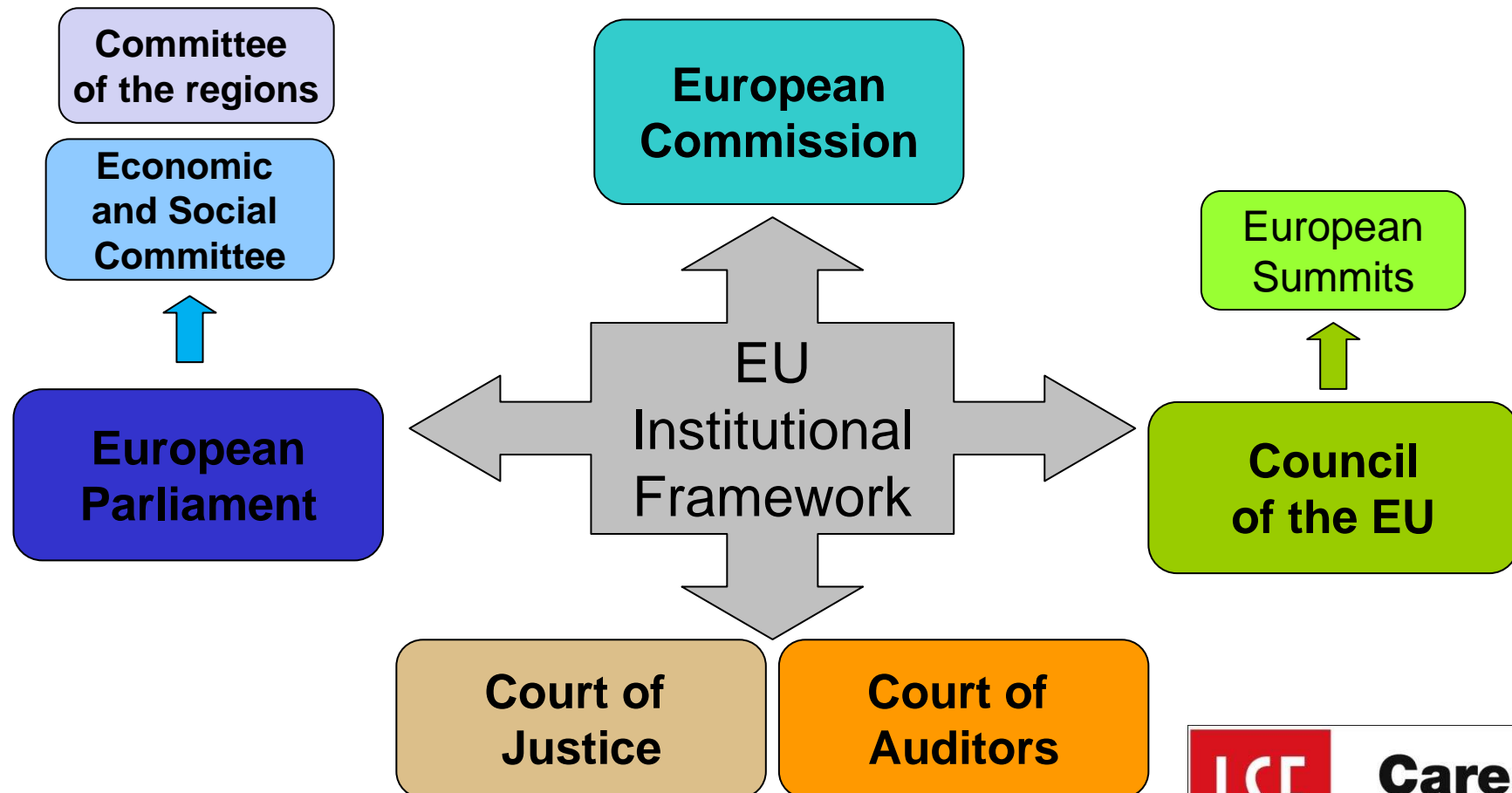
= The job market evolving around processes relating to the European Union. This job market is mainly to be found in Brussels.

Objective for today:

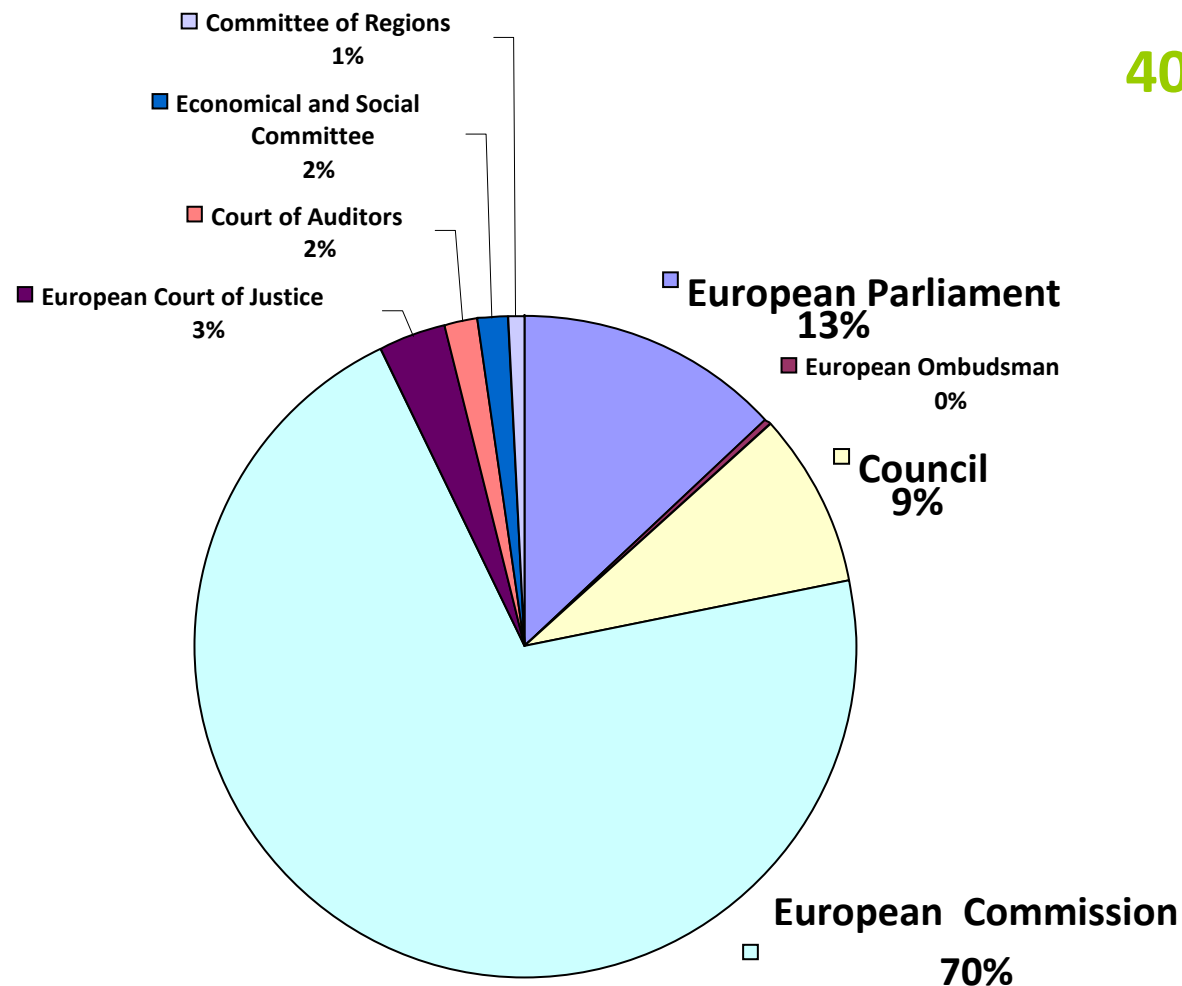
1. Careers in the core Institutions
2. Careers outside the core Institutions
3. Useful links

Careers in the core European Institutions

The EU



Staffing levels by Institution



40.000 staff in total

What do the EU Institutions offer you?

- extensive opportunities for personal and professional development
- great opportunities for training and development (including language training);
- career progression;
- mobility between different jobs possible and actively encouraged;
- flexible working conditions for a good work/life balance;

They are looking for people who:

- Come from wide range of backgrounds: generalists, economists, lawyers, scientists, auditors, IT specialists, linguists, and more.
- Enjoy working in multicultural teams;
- Are passionate and talented at what they do, and are committed to delivering quality results;

Typical work as EC Administrator

- Drafting reports, proposals, and legislation on Community issues
- Researching procedures in Member States to co-ordinate policy
- Managing EU relations with non-member states
- Discussing issues with colleagues, arranging and attending meetings
- Negotiating and informing interested parties within and outside the institutions
- Managing resources

Getting a job in an EU Institution

- EPSO selects candidates
- European Institutions recruit from among selected candidates



The European Personnel Selection Office is a place to start!



Find out about the range of job opportunities and types of employment in the EU Institutions. How to apply. What to expect during the selection procedures.



SUCCESS STORIES

Valerie O'Brien

Valerie and her husband moved to Ireland from

port, she then sought a job where she could have more contact with people, work more independently and have direct responsibilities.



Sandy de Winter
Secrétaire d'unité ...
▶▶ play video



Enrico Gonzales
Chef de secteur ...
▶▶ play video

www.eu-careers.eu

Working for one of the European Institutions is

place to start!

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How to apply

- Entry is by open competition
- All vacancies are advertised
- Apply online: www.eu-careers.eu
- Regular cycle of competitions - annual
- Selection procedure 5 – 9 months



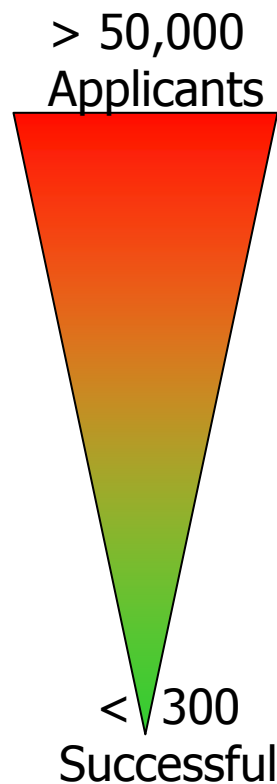
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Basic requirements

- EU citizen;
- University degree (for AD posts);
- Knowledge of 2 official EU languages, of which one must be EN, FR or DE as your second language;
- Specific profile requirements for each competition.



Competition structure



1. Admission tests (cognitive abilities); All applicants
2. Assessment centre (Competency based)
Fixed quota
3. Reserve lists
Fixed quota

Core competencies: 7 + 1

For all grades:

Analysis and Problem Solving

- Identifies the critical facts in complex issues and develops creative and practical solutions

Communicating

- Communicates clearly and precisely both orally and in writing

Delivering Quality and Results

- Takes personal responsibility and initiative for delivering work to a high standard of quality within set procedures

Learning and Development

- Develops and improves personal skills and knowledge of the organisation and its environment



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Core competencies: 7 + 1

Prioritising and Organising

- Prioritises the most important tasks, works flexibly and organises own workload efficiently

Resilience

- Remains effective under a heavy workload, handles organisational frustrations positively and adapts to a changing work environment

Working with Others

- Works co-operatively with others in teams and across organisational boundaries and respects differences between people

A further competency applies to AD5 and ADL grades:

Leadership

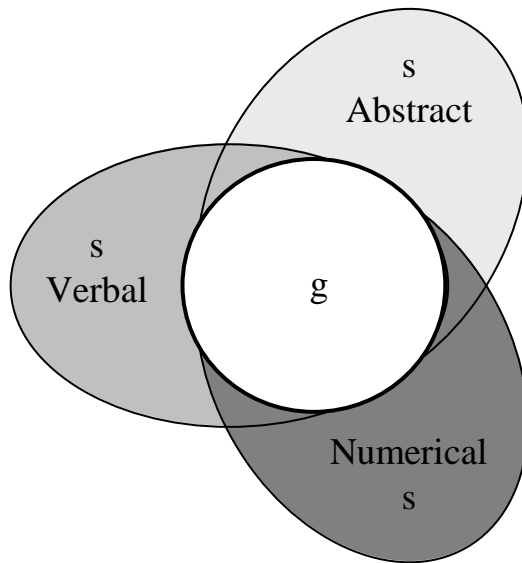
- Manages, develops and motivates people to achieve results



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Pre-selection: Cognitive testing

Computer based Testing: cognitive testing



g – General Ability
s – Specific Abilities

- + Situational / behavioural
- + Professional competencies
(where appropriate)
- + Second language

Pre-selection tests

Computer-based tests (= also known as CBT)

- Verbal & numerical reasoning
- **NEW:** Abstract reasoning
- **NEW:** Situational judgement

In second language (English, French or German)

Examples of tests

- Situational Judgement Tests
- Abstract reasoning tests

For more details see:

http://europa.eu/epso/discover/prepa_test/sample_test/index_en.htm

Specific Instructions:

This test is designed to provide information on your typical behaviour within work situations.

You will be presented with situations which you could experience at work. Please consider the situation, and then select what you feel is the most effective AND the least effective response or action from the four statements.

1. Please consider the situation, and then select what you feel is the most effective AND the least effective response or action from the four statements.

You have recently been appointed to a position in a new project team. Although you are experienced in the technical aspects of the job, there are aspects of the work that you need to understand. Your job will eventually require internal liaison and collaboration with other project teams. Although your manager has proposed an induction and training period for you, many of the issues you are responsible for require urgent attention.

	Most	Least
Immediately arrange meetings with those individuals you feel you will need to work with	X	
Quickly try to establish how your objectives will relate to your project manager's objectives		
In the initial stages, make sure that you are doing your job as you understood it from the job description		X
Spend time building your understanding of the team's objectives for the future		

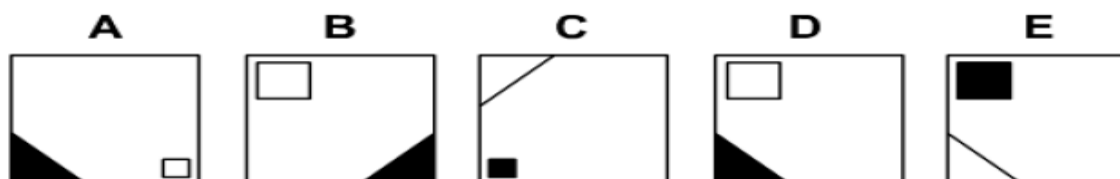
Instructions:

This test uses diagrammatic information to assess your abstract reasoning ability. Each question consists of a series of diagrams that follow a logical sequence or contain a set of underlying rules. Your task is to choose the next diagram in the series.

After each question there are a number of different answer options. There is one, and only one, correct answer to each question. Select the answer that you think is correct.

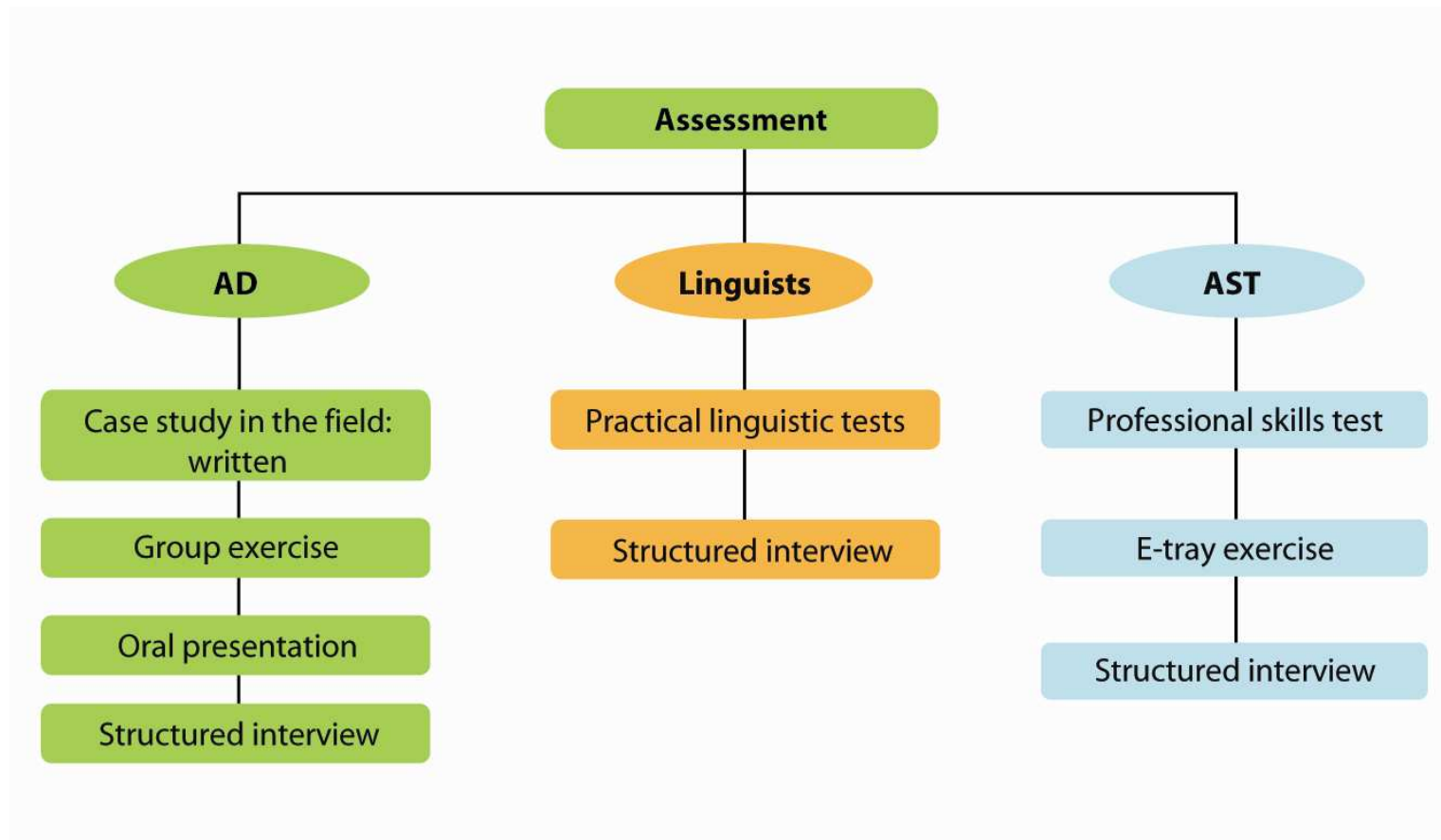
Now there are some examples for you to practice. They are to help you understand what to do in the test.

1. From the options available, please choose which diagram would come next in the series.



Correct answer: D

Assessment centre: Testing competencies



Conclusion = Reserve list

- List of successful candidates
- Basis for recruitment by Institutions
- Valid for at least one year – often extended

How to prepare whilst studying

- Think long-term: what internships can prepare you for this? What courses or student societies? How can you improve your language skills? What policy area do you want to work in?
- Brush up your knowledge of European proceedings: read EU media such as European Voice and EUObserver on a regular basis
- Join the European Society at the LSE
- Get work experience, preferably in Brussels or in a policy/politics related field in your home country



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How to prepare whilst studying (2)

- Make use of seminars offered by LSE Careers: lunchtime seminars of presentation skills, group work skills and interviews
- Online resources for practicing verbal & numerical reasoning
- [Lse.ac.uk/careers](https://lse.ac.uk/careers)

Work experience in institutions

- European Parliament
- Council
- European Commission
- Court of justice
- Committee of the Regions
- Economic and Social Committee
- European Ombudsman

Careers outside the core European institutions

So who else is out there?

- ✓ European Governments
- ✓ Chambers of Commerce
- ✓ Political Consultants
- ✓ Corporations
- ✓ Trade and Professional Associations
- ✓ Interest Groups
- ✓ International Organisations
- ✓ Labour Unions
- ✓ Law firms
- ✓ Media
- ✓ Political Parties
- ✓ MEP's offices

Two very distinctive recruitment markets

Reactive market

- Lots of big players with 60 – 1000 vacancies
- Recruit every year
- Skill shortage

Proactive market



- Majority of recruiters have one or at most two vacancies
- Don't recruit every year
- No skills shortage

Two very distinctive recruitment markets



“We tend not to advertise our internship or junior vacancies. We do not need to. We get 5 unsolicited applications every day. We recruit from that pool.”

Recruiter at Hill & Knowlton, Brussels



Relevant career fairs at LSE

*LSE & Sciences Po European Career Fair
Brussels (postgrad students only)*

18th March 2011

Useful Contacts

- European Personnel Selection Office
www.eu-careers.eu
- EuroBrussels: www.eurobrussels.com
- Careers in Europe
www.careersineurope.com
- EU Business: www.eubusiness.com/jobs
- www.jobs-brussels.com



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Useful contacts (cont.)

- Website of the European Institutions:
<http://europa.eu.int>
- European Voice (newspaper):
www.european-voice.com
- Online resource: www.euobserver.com
- www.jobs-brussels.com



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Got more questions??

Upcoming presentation:

David Bearpark, Director of EPSO

Monday, 7th February

12noon-1pm

Booking starts 31st January on
<http://careers.lse.ac.uk>



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