

Call for Expression of Interest (no deadline)

for Seconded National Experts (SNE) in the Agency for the Cooperation of Energy Regulators (ACER)

REFERENCE: ACER/SNE/2017/OC

1. WE ARE

The Agency for the Cooperation of Energy Regulators (hereinafter referred to as “the Agency”) is a European Union (“EU”) body, legally established by Regulation (EC) No. 713/2009 and operational since 2011. The Agency is central to the liberalisation of the EU's electricity and natural gas markets.

The purpose of the Agency is to assist National Regulatory Authorities (“NRAs”) in exercising, at Union level, the regulatory tasks that they performed in the Member States and, where necessary, to coordinate their action.

In this respect, the Agency:

- a) Complements and coordinates the work of NRAs;
- b) Participates in the development of European network rules;
- c) Takes, under certain conditions, binding individual decisions on terms and conditions for access and operational security for cross border infrastructure, on cross-border cost allocation for Projects of Common Interest and on terms and conditions or methodologies for the implementation of network codes;
- d) Gives advice on electricity and natural gas related issues to the European institutions;
- e) Monitors the internal markets in electricity and natural gas and reports on its findings;
- f) Monitors trading in wholesale energy products to detect and deter market abuse and ensure the integrity and transparency of EU wholesale energy markets.

The main areas on which the Agency’s activities focus are:

- supporting European market integration: this is mainly done through the development of common network and market rules as well as through the coordination of regional initiatives which are concrete efforts from market participants to work towards greater integration,
- advising the EU Institutions on trans-European energy infrastructure issues: the Agency issues opinions on ten-year network development plans, to ensure that these are in line with priorities set at EU level, and on the draft lists of Projects of Common Interest,
- energy market monitoring: the Agency has a general mission in terms of market monitoring at the EU level and has, since the end of 2011, a very specific responsibility when it comes to the oversight of wholesale energy trading.

The Agency currently employs more than 80 staff members and has an approved annual budget of €13.3 million in 2017. The Agency's internal structure comprises five Departments (Electricity, Gas, Market Surveillance and Conduct, Market Integrity and Transparency and Administration) and the Director's Office. Please find the Agency's organisation chart on the following link:

http://www.acer.europa.eu/en/The_agency/Organisation/Pages/ACER-departments.aspx

The Agency is located in Ljubljana (Slovenia).

2. WE PROPOSE

The Agency may offer positions to experienced and highly-motivated Seconded National Experts (SNE), who will work together with the Agency's staff.

Secondments at the Agency are governed by ACER decision AB No. 02/2011 of 3 March 2011, *laying down the rules on the secondment of national experts to the Agency for the Cooperation of Energy Regulators*. This decision is available on the [Agency's website](#).

A national expert on secondment remains in the service of their employer. Secondment is not equivalent to employment, nor does it lead to employment by the Agency

The positions of SNEs available in the Agency are set according to the profiles in Annex I.

3. QUALIFICATIONS

A. Eligibility Criteria

The candidate should meet the following essential criteria:

1. To be employed by a national, regional or local public administration¹ or an Intergovernmental Organisation (IGO).²
2. To have a level of education which corresponds to completed university studies of at least three years, attested by a diploma;
3. To have at least three years of professional experience, relevant for the profiles as advertised;
4. To have worked for their employer on permanent or contract basis for at least 12 months before their secondment; the SNE shall remain in the service of that employer throughout the period of secondment;

¹ Public administration means all State administrative services, at central, federal and regional level, comprising ministries, government and parliament services, the courts, central banks, and the administrative services of local authorities, as well as the decentralised administrative services of the State and of such authorities. For the same purpose, public administration also includes the regulatory authorities referred to in Article 35 of Directive 2009/72/EC and Article 39 of Directive 2009/73/EC.

² The Director of ACER may, on a case-by-case basis, authorise the secondment of an SNE from an employer other than a State public administration or an IGO, according to Article 2.3 of the decision AB No. 02/2011 of 3 March 2011.

B. Selection Criteria

5. Qualification and work experience as advertised in each different profile;
6. Excellent written and oral communication skills;
7. Ability to work as part of team and under pressure.

C. Knowledge of languages

SNEs must produce evidence of a thorough knowledge of English language (preferably C2 level³) and a satisfactory knowledge (level B2) of another Community language to the extent necessary for the performance of his/her duties⁴.

4. SELECTION PROCEDURE

Interested candidates may apply for any of the profiles advertised in Annex I. The applications received will be evaluated on a regular basis.

A position as SNE may be offered according to the needs of the Agency and the budgetary availability: the secondment will be effected by an exchange of letters between the Director of ACER and the SNE's employer.

5. EQUAL OPPORTUNITIES

The Agency applies an equal opportunities policy and accepts and treats applications without distinction on grounds of sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

6. CONDITIONS OF SECONDMENT

SNEs remain in the service of their employer and, therefore, their salary will continue to be paid by the employer during the period of the secondment. SNEs shall be entitled, throughout the period of secondment, to a daily subsistence allowance and a monthly subsistence allowance, according to the distance between their place of origin and the place of secondment, and as regulated in Chapter III of ACER decision AB No. 02/2011 of 3 March 2011.

³ According to the Common European Framework of Reference for Languages, available at <https://www.coe.int/en/web/common-european-framework-reference-languages/>

⁴ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, and Swedish.

7. DATA PROTECTION

The applications for SNEs shall not be returned to the applicants and shall be kept on file by the Agency.

The purpose of processing the data that candidates submit is to manage their application(s) in view of possible (pre)selection and recruitment at the Agency. Personal data is processed by and accessible to authorised Agency's personnel. In some cases, an external expert, equally bound by the same data protection principles, may assist the Agency in the selection of candidates.

The Agency adheres to and is regulated by 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.

The Agency is supervised by EDPS (<http://www.edps.europa.eu>). For any further enquiries, candidates may contact the Data Protection Officer at DPO@acer.europa.eu. Candidates are invited to consult the privacy statement, which explains how the Agency processes personal data in relation to recruitment and selections, available on the Agency website.

8. APPLICATION PROCEDURE

For applications to be valid, Applicants must submit:

- A detailed *curriculum vitae* in European CV format, in English;
- A letter of motivation (one-page maximum) in English explaining in which positions they acquired their knowledge and professional experience;
- A duly filled-in declaration of honour, which shall include the confirmation of support by the seconding administration.

Applications shall be sent in English and by email to the following functional mailbox: selection-sne@acer.europa.eu, quoting the reference of this call for expression of interest in the subject of the message.

In order to facilitate the selection process, all communication to applicants concerning this vacancy will be in English.

This call for expression of interest is open-ended, there is no deadline for applications.

If at any stage in the procedure it is established that any of the information that an applicant has provided is incorrect, the applicant in question will be disqualified.

Annex I – ACER/SNE/2017/OC

PROFILE A - REMIT Policy, transaction and fundamental data reporting

- (a) Contribution to the preparation of ACER's guidance on REMIT Policy matters and/or on the reporting of wholesale energy products and fundamental data through the Agency's REMIT Information System;
- (b) Contribution to the assessment and the preparation of recommendations to the European Commission on the delegated and implementing acts under REMIT, the assessment and preparation of guidance on the application of REMIT to National Regulatory Authorities (NRAs) according to Article 16(1) of REMIT, the preparation of annual reports to the European Commission according to Article 7(3) of REMIT and to other legal and/or policy issues related to REMIT;
- (c) Communication and interaction with NRAs and with the following stakeholders: Registered Reporting Mechanisms, organised market places, association of energy market participants, ENTSO-G, ENTSO-E, GIE and any other reporting party;
- (d) Responsibility for or contribution to the execution of other similar tasks, as assigned by the Head of Department and/or the Director.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Economics, Engineering or similar.

PROFILE B - Data analysis

- (a) Contribution to the development of the Agency's data analysis methods;
- (b) Design and development of data quality analysis methods;
- (c) Coding and development of analytical applications using common analytical and statistical software (Excel, R, Alice programming language);
- (d) Under supervision, drafting documents relating to the above mentioned activities;
- (e) Responsibility for or contribution to the execution of other similar tasks, as assigned by the Head of Department and/or the Director.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Economics, Engineering or similar;
- (b) Strong analytical skills and significant experience in managing and analysing data.

PROFILE C – Gas Network Codes

- (a) Working on activities related to Implementation Monitoring of the Network Codes (reports, reasoned opinions, advocacy);
- (b) Supporting the Network Codes team in other reporting activities, such as a report and analysis on conditional capacities, implementation of the incremental process, reviewing national tariff consultation processes, and tariff implementation;

- (c) Assisting activities related to gas market monitoring, in line with the Agency's responsibilities in this area, including the calculation, development and refinement of Network Code effects indicators;
- (d) Coordinating and supporting relevant Agency's Task Forces, as requested by the Team Leader or Head of the Gas Department;
- (e) Supporting the Network Codes team in other tasks as requested, for example in planning its activities;
- (f) Responsibility for or contribution to the execution of other similar tasks, as assigned by the Head of Department and/or the Director.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Economics, Engineering or similar;
- (b) To have worked for a National Regulatory Authority in the field of energy for at least three (3) years before the secondment;
- (c) To have acquired at least five (5) years of professional experience.

PROFILE D – Electricity

- (a) Contribute to the Agency's activities regarding adoptions of the terms and conditions or methodologies established pursuant to:
 - Commission Regulation (EU) 2017/1485 of 2 August 2017 establishing a guideline on electricity transmission system operation;
 - Commission Regulation (EU) 2015/1222 of 24 July 2015 establishing a guideline on capacity allocation and congestion management;
 - Commission Regulation (EU) 2017/2195 of 23 November 2017 establishing a guideline on electricity balancing;
- (b) Contribute to the Agency's activities regarding implementation monitoring of the Network Codes and Guidelines;
- (c) Contribute to the Agency's activities regarding the establishment, as well as monitoring and analysing the performance of regional operational centres as described in Article 43 of [recast of Electricity Regulation (EC) No 714/2009 as proposed by COM(2016) 861/2] and Article 8 of [recast of Regulation (EC) No 713/2009 as proposed by COM(2016) 863/2];
- (d) Contribute to the development of Framework Guidelines, Network Codes and Guidelines in areas (m) to (p) listed in Article 55 of [recast of Electricity Regulation (EC) No 714/2009 as proposed by COM (2016) 861/2]. These areas include: rules for non-discriminatory, transparent provision of non-frequency ancillary services, including steady state voltage control, inertia, fast reactive current injection, black-start capability; demand response, including aggregation, energy storage, and demand curtailment rules; cyber security rules; and rules concerning regional operational centres.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Economics, Engineering or similar;
- (b) To have acquired at least three (3) years of professional experience related to the tasks defined in the profile.

PROFILE E – Wholesale Energy Market Surveillance

- (a) Contribution to the development of the Agency surveillance methods and tools;
- (b) Contribution to the design and implementation of monitoring models;
- (c) Contribution to the screening of REMIT data to detect suspicious market conduct;
- (d) Drafting documents relating to the above mentioned activities;
- (e) Responsibility for or contribution to the execution of other similar tasks, as assigned by the Head of Department and/or the Director.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Economics, Engineering; Mathematics, Physics or Computer Science;
- (b) Strong analytical skills and experience in using surveillance software tools;
- (c) Knowledge of wholesale energy markets and/or products;
- (d) Programming in at least one statistical software package would be an advantage.

PROFILE F – Sharepoint Administrator / Developer

- (a) Administration and support for Sharepoint server infrastructure and service on day-to-day management;
- (b) Maintenance and upgrade of Sharepoint servers;
- (c) Design and maintenance of Sharepoint workflows;
- (d) Design and management of forms with Sharepoint Designer and InfoPath;
- (e) Administration and maintenance of Windows server infrastructure;
- (f) Responsibility for or contribution to the execution of other similar tasks, as assigned by the Head of Department and/or the Director.

DESIRABLE QUALIFICATIONS:

- (a) Degree in Information Systems, Engineering or similar;
- (b) Strong ICT skills – Windows Systems, Sharepoint server, networking, MS SQL.

DECLARATION OF HONOUR

I, the undersigned,

SURNAME :

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GIVEN NAME(S):

.....

DATE AND PLACE OF BIRTH :

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NATIONALITY :

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DECLARE THAT

- I am employed by a national, regional or local public administration or an Intergovernmental Organisation (IGO)¹;
- I have a level of education which corresponds to completed university studies of at least three years, attested by a diploma;
- I have at least three years of professional experience, relevant for the profiles advertise in Annex I (Ref. _____);
- I have worked for my employer on permanent or contract basis for at least 12 months (before secondment);
- My employer supports my candidature (my employer will continue to pay my salary, maintain my administrative status throughout the period of secondment and continue to be responsible for all my employment-related social rights, particularly social security and pension)

Place:

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Date:

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Signature:

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¹ Public administration means all State administrative services, at central, federal and regional level, comprising ministries, government and parliament services, the courts, central banks, and the administrative services of local authorities, as well as the decentralised administrative services of the State and of such authorities. For the same purpose, public administration also includes the regulatory authorities referred to in Article 35 of Directive 2009/72/EC and Article 39 of Directive 2009/73/EC.