**APPLICATION FORM**

**Selection: Policy Officer – Market Conduct (AD5)**

**Reference: ACER/2024/03**

**Personal Information**

|  |  |
| --- | --- |
| SURNAME (family name) |  |
| NAME (given name) |  |
| Nationality |  |
| Gender |  |
| Date of birth |  |

**Contact Details**

|  |  |
| --- | --- |
| Address (Street / number / post code / city / country |  |
| Phone number |  |
| E-mail address (to be used for communication) |  |

**Eligibility criteria (please specify)**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Level of education which corresponds to completed university studies of at least three (3) years attested by a diploma  | YES[ ]  | NO[ ]  |
| 2 | Have a thorough knowledge of one of the official languages of the European Union[[1]](#footnote-1) or Norway, Iceland and Liechtenstein and satisfactory knowledge of a second of these languages (level B2 of CEFR[[2]](#footnote-2)) to the extent necessary to perform their duties | YES[ ]  | NO[ ]  |
| 3 | Be a national of a Member State of the European Union, Norway, Iceland or Lichtenstein | YES[ ]  | NO[ ]  |
| 4 | Be entitled to their full rights as a citizen; | YES[ ]  | NO[ ]  |
| 5 | To have fulfilled any obligations imposed by the applicable laws concerning military service;  | YES[ ]  | NO[ ]  |
| 6 | Be physically fit to perform the duties linked to the post[[3]](#footnote-3). | YES[ ]  | NO[ ]  |

Please proceed to the following section only if you have answered YES to all of the above questi

**Selection criteria**

**Essential criteria**

|  |  |  |
| --- | --- | --- |
| Relevant studies in the field of law, economics, mathematics or similar. | YES[ ]  | NO[ ]  |
| *Please describe related experience / tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

|  |  |  |
| --- | --- | --- |
| By the deadline for applications, having acquired at least two (2) years of relevant professional experience related to the post, in the area of:* application of REMIT, MAR, money laundering Laws, Tax (VAT) fraud Legislation or Competition Law; **or**
* supervision of energy or others commodities trading; **or**
* monitoring of wholesale energy markets; **or**
* trading on energy products or commodities.
 | YES[ ]  | NO[ ]  |
| *Please describe related experience / tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

|  |  |  |
| --- | --- | --- |
| Relevant experience in stakeholder’s management and coordination in an international setting acquired through relevant professional experience. | YES[ ]  | NO[ ]  |
| *Please describe related experience / tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

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| --- | --- | --- |
| Relevant experience in a role that requires quality assurance and consistency on processes, documents and other deliverables. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

**Advantageous criteria**

|  |  |  |
| --- | --- | --- |
| Possessing or being in the process of finalizing an LLM or PhD in Competition law, European law or similar. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

|  |  |  |
| --- | --- | --- |
| Professional experience in European Agencies/European Commission. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

|  |  |  |
| --- | --- | --- |
| Professional experience in the wholesale energy markets, particularly in the Nordic area. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here] |

|  |  |  |
| --- | --- | --- |
| Relevant experience in drafting Guidance and Guidelines. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here]  |

|  |  |  |
| --- | --- | --- |
| Knowledge of investigatory techniques and methodologies related to enforcement in the energy and/or financial sector. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here]  |

|  |  |  |
| --- | --- | --- |
| Experience as project manager or key account manager. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here]  |

|  |  |  |
| --- | --- | --- |
| Professional experience involving the assessment of large data sets to support conclusions/decisions or leadership in the handling of complex processes. | YES[ ]  | NO[ ]  |
| *Please describe related tasks, your exact role and responsibilities, and the tangible results of your work (300 words maximum)* |
| [type here]  |

**Education**

|  |
| --- |
| **Provide information about your educational background** |
| 1 | Period (from-to) |  |
| Name of educational establishment |  |
| Field of study |  |
| Level |  |
| 2 | Period (from-to) |  |
| Name of educational establishment |  |
| Field of study |  |
| Level |  |
| 3 | Period (from-to) |  |
| Name of educational establishment |  |
| Field of study |  |
| Level |  |

**Professional Experience**

|  |
| --- |
| **Provide information about your previous work experience** |
| 1 | Period (start-end date) Calculated length (X years, Y months) |  |
| % of full time |  |
| Name of organization  |  |
| Job title / position held  |  |
| Main activities |  |

|  |
| --- |
| **Provide information about your previous work experience** |
| 2 | Period (start-end date) Calculated length (X years, Y months) |  |
| % of full time |  |
| Name of organization  |  |
| Job title / position held  |  |
| Main activities |  |

|  |
| --- |
| **Provide information about your previous work experience** |
| 3 | Period (start-end date) Calculated length (X years, Y months) |  |
| % of full time |  |
| Name of organization  |  |
| Job title / position held  |  |
| Main activities |  |

**Knowledge of languages**

**Please use the self-assessment grid available** [**HERE**](https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52)

|  |  |
| --- | --- |
| **EU Language** | **My level of language proficiency** |
| **Understanding (Listening + Reading)** | **Speaking** | **Writing** |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |
| Select Language | Select Level | Select Level | Select Level |

**References**

|  |
| --- |
| **Persons to provide professional reference on my skills, competences, achievements, and conduct** |
| 1 | Name and Surname |  |
| Relation (*superior*) |  |
| E-mail contact |  |
| Phone number |  |
| 2 | Name and Surname |  |
| Relation (*peer*) |  |
| E-mail contact |  |
| Phone number |  |
| 3 | Name and Surname |  |
| Relation (*subordinate*) |  |
| E-mail contact |  |
| Phone number |  |

**Motivation**

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| --- |
| **Motivation statement** |
| This page provides you with an opportunity to explain your application – Why do you think you fit the position and **why would you like to work at ACER** – by including any additional information not mentioned in previous sections. (500 words maximum) |
| [type here] |

1. 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. [↑](#footnote-ref-1)
2. Language levels of the Common European Framework of Reference: <http://europass.cedefop.europa.eu/resources/european-language-levels-cefr> [↑](#footnote-ref-2)
3. Before the appointment, a successful candidate shall be medically examined by one of the institutions’ medical officers in order for the Agency to be satisfied that he/she fulfils the requirement of article 28(e) of the Staff Regulations of the Officials of the European Union. [↑](#footnote-ref-3)