

**YOUR COMMITMENT. OUR 28 COUNTRIES.
YOUR CAREER. OUR EUROPEAN UNION.**

Career opportunities
with the European Institutions.

ZÉLIA DIAS

Overview graduate selection procedures

APRIL 2015



Where can an EU Career lead?



Where can an EU Career lead?



Brussels



Luxembourg



**20% across Europe
and the World**

Why an EU Career?



✓ **Make a difference for Europe**

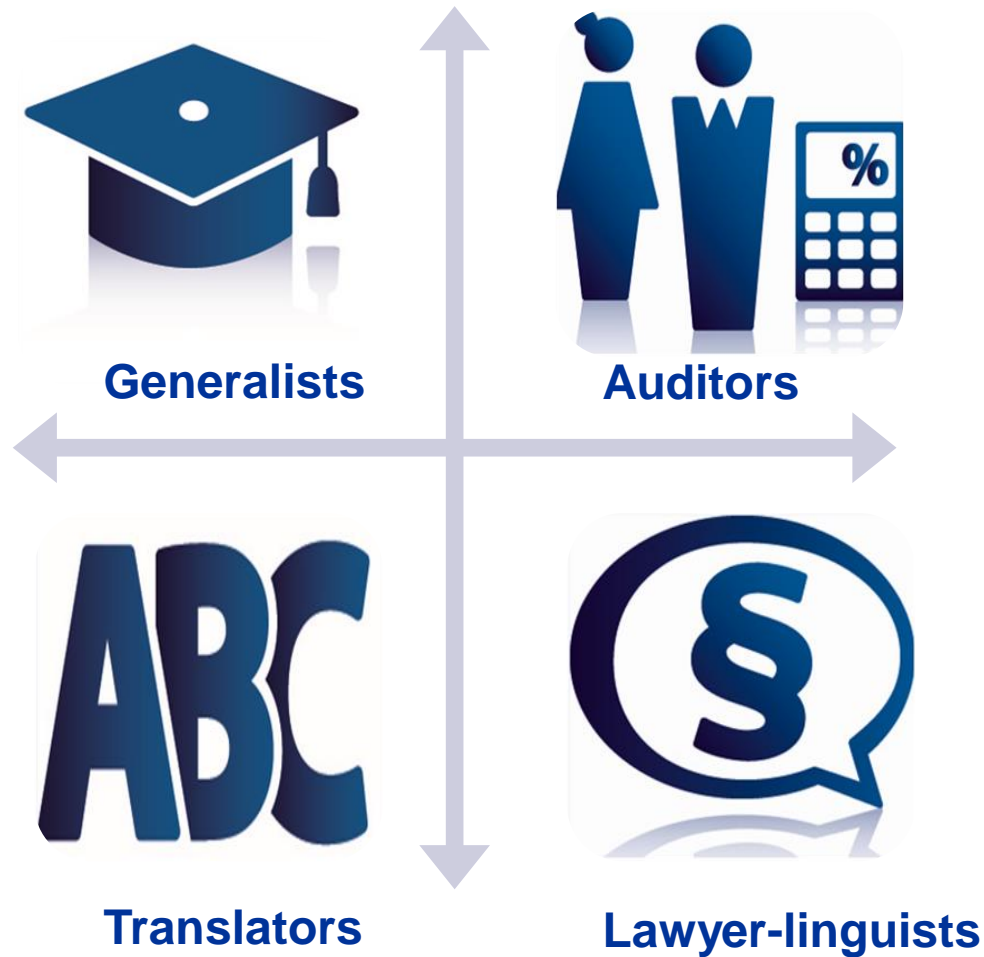


✓ **Career development
and personal growth**

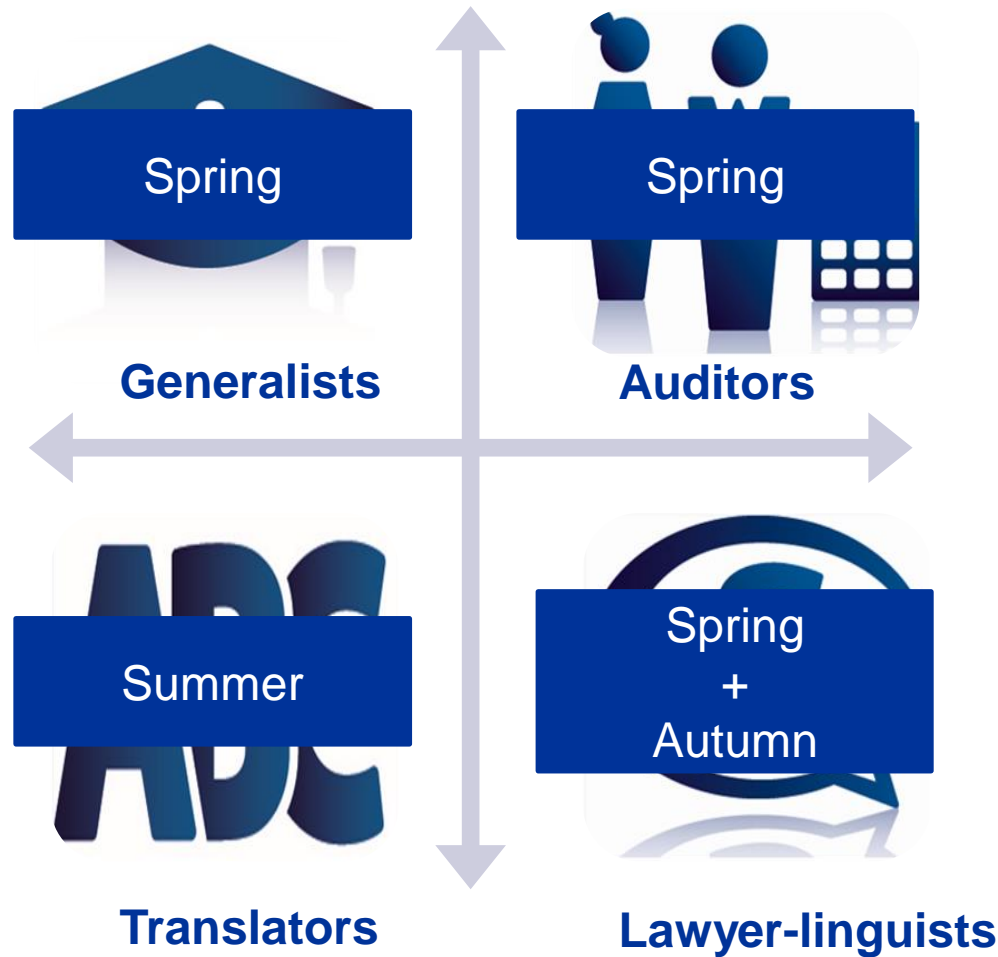


✓ **International working environment**

Profiles for graduates



When to apply?



ADMINISTRATORS AD 5



Auditors

80

**Looking for
graduates and
young professionals
to work as 'auditor' in
financial, performance
and internal audits**

Is it you we're looking for?



**Completed
university study
of at least 3 years**



**Speak English, French
or German
and at least 1 other
official EU language**



European citizen

Is it you we're looking for?

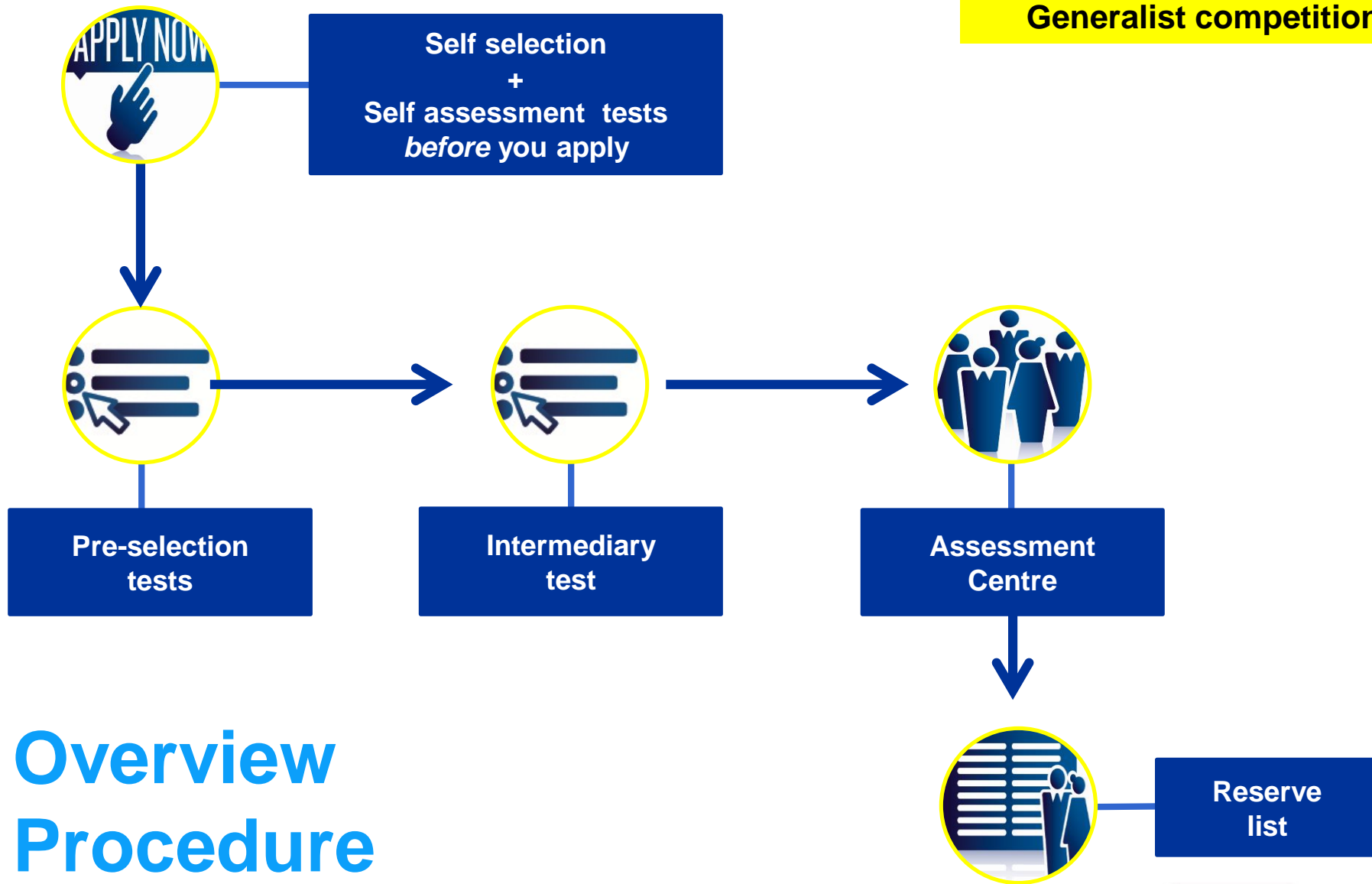


**Completed university
study
of at least 3 years**

The duties for this profile require a wide range of knowledge in fields such as :

- **law**
- **accountancy**
- **public administration**
- **finance and economics**
- **project management**

in the EU's various areas of competence, IT, audit and assessment techniques.



Overview Procedure



Pre-selection tests

Computer based multiple choice tests

Test centre Worldwide

When are you invited?

If you validate your application form within the deadline.

Your results

For verbal and numerical reasoning you must reach the minimum pass mark.

Results will not be taken into account for your score in the overall pre-selection tests.

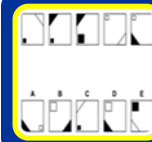
Pre-Selection tests



Verbal reasoning*



Numerical reasoning*



Abstract reasoning*



Situational judgment
language 2 (EN/FR/DE)

*Tests in language 1
(1 of 24 official EU languages)



Intermediary test

E-tray exercise in your 2nd language

Test centre in Europe

When are you invited?

If you **pass all pre-selection** tests

+

have one of the highest total scores in:

abstract reasoning

+ **situational judgment tests**

Approximately 10 times the number of successful candidates sought will be invited for this stage.

E-tray exercise

15 to 20 questions

Assessing:

- Analysis and Problem solving
- Delivering quality and results
- Prioritising and organising
- Working with others

Test in language 2
(English, French or German)



Assessment Centre

in your 2nd language
Test centre in Brussels

When are you invited?

If you scored one of the **highest total marks** for the e-tray exercise

+

You meet the **eligibility requirements** according to the data in your application file

Approximately **2** times the number of successful candidates sought will be invited for this stage.

Assesment centre



Case study



Group exercise



Structured interview



Oral presentation

Tests in language 2
(English/French or German)



Assessment centre

Testing 8 competencies



Analysis &
problem solving



Communication



Delivering quality &
results



Learning &
Development



Prioritising &
organising



Resilience



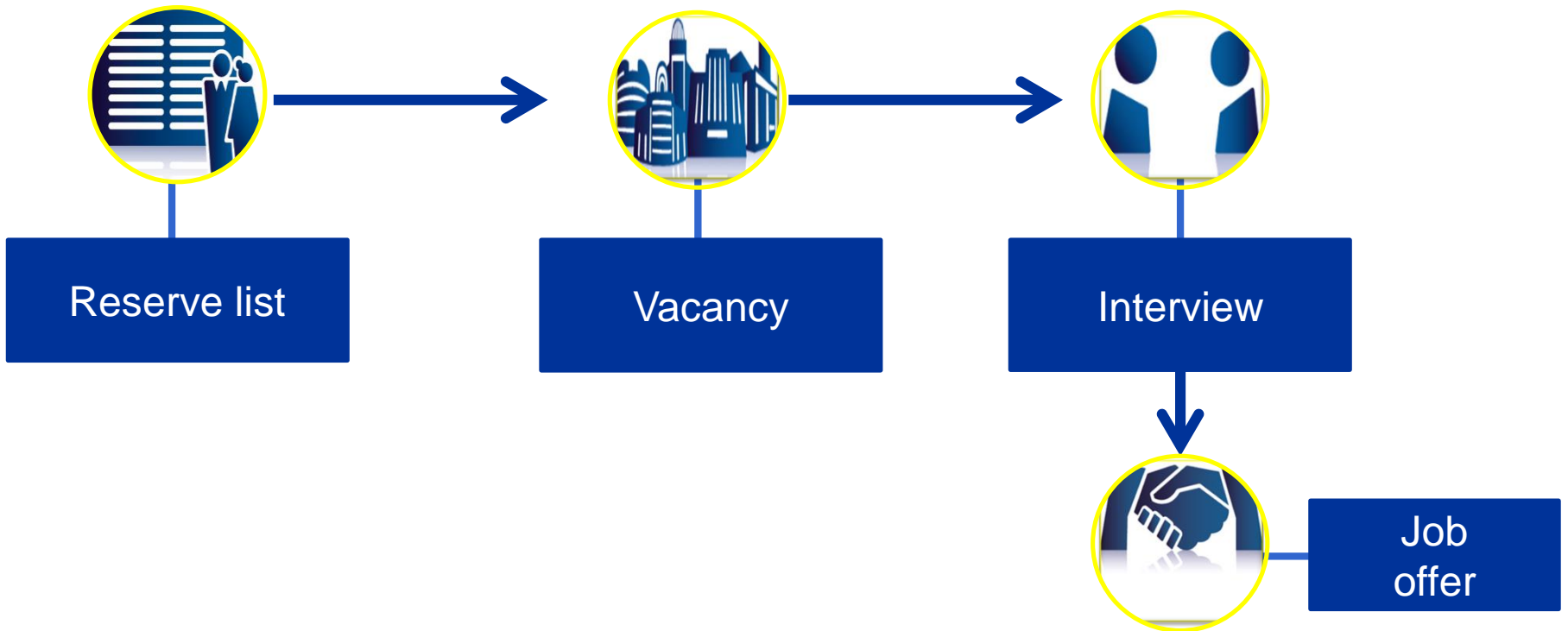
Working with others



Potential to lead



Recruitment



To work for...



EUROPEAN
COURT
OF AUDITORS



Luxembourg



How to apply?



Auditors.eu-careers.eu

Apply between March 26 – April 28 2015

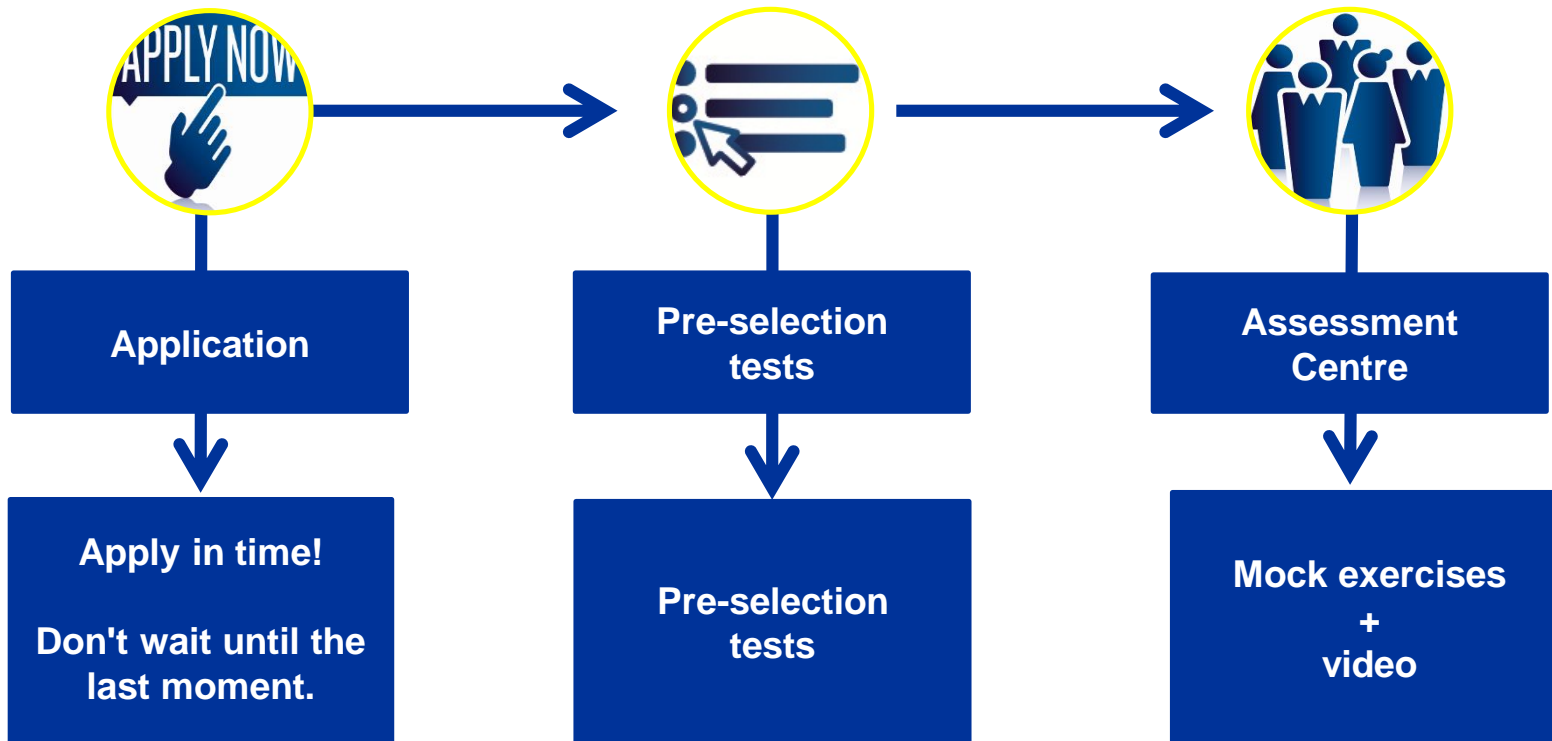


Sample tests & tips

HOW TO PREPARE?

How to prepare?

Have a look at sample-tests.eu-careers.eu



Example verbal reasoning

Human genetic testing: implications and recommendations

Although genetic testing in Europe is based on high-quality scientific know-how, it can suffer from a certain level of technical errors. Moreover, the reporting on these tests is sometimes of poor quality. In the context of healthcare, a test should only be offered when it has been proven to be reliable and when there is a sound medical reason to justify it. A test validation system should therefore be established. Public concern regarding genetic testing revolves around the fear of misuse of genetic data and inappropriate access to such data by third parties. The confidentiality and privacy of all personal medical data, including information derived from genetic testing, is a basic right that must be respected. The individual has the right to know about test results, but also has the right to decide not to know.

What is the present situation as regards genetic testing?

- A. Testing is frequently carried out without a valid medical prescription.
- B. Scientists have the right to decide whether or not to divulge the results.
- C. The reporting of genetic data is always of a poor standard.
- D. Despite the expertise in the area, reporting is not always perfect.

Example verbal reasoning

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- D. Despite the expertise in the area, reporting is not always perfect.

Example numerical reasoning

Road density in EU-15 (km per 1 000 km²) (2000)

	EU-15	Country A	Country B	Country C	Country D	Country E
1980	340	180	360	90	216	120
2000	390	195	450	120	270	130

On average, by how much was the road density in countries A and B higher than in countries D and E in 1980?

- A. 102 km/1 000 km²
- B. 122.5 km/1 000 km²
- C. 204 km/1 000 km²
- D. 276 km/1 000 km²

Example numerical reasoning

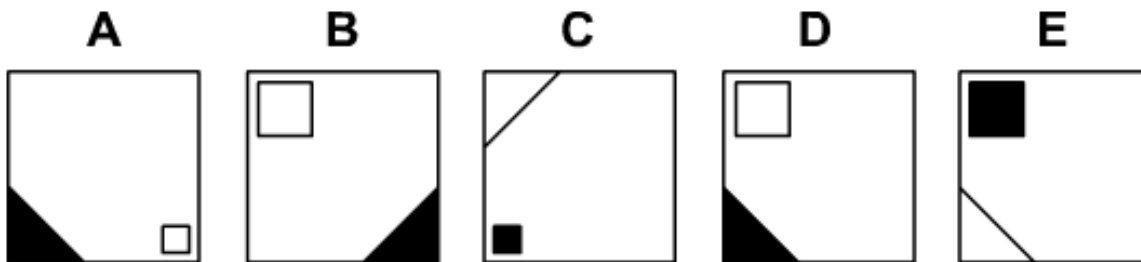
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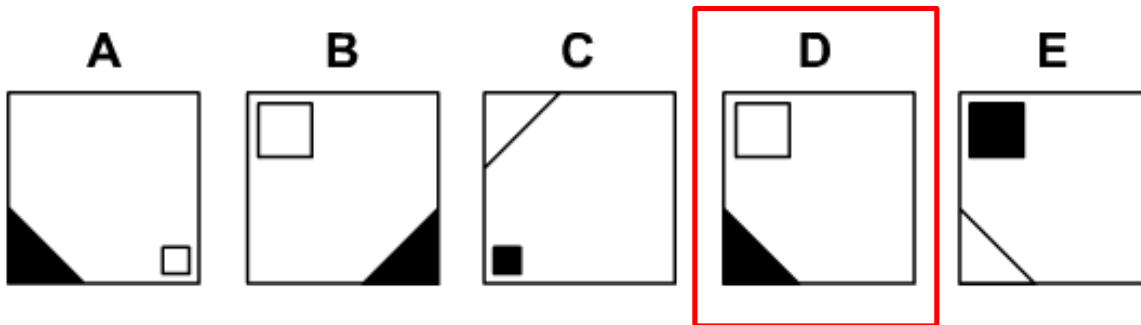
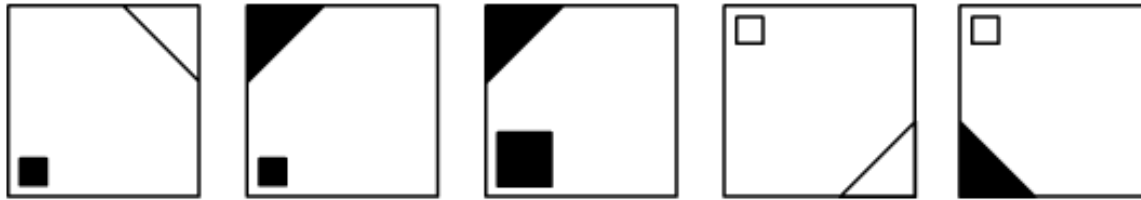
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Example abstract reasoning



Example abstract reasoning



Example situational judgement

3. 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 are working on a number of projects with tight deadlines and have a lot of basic information to gather. You have asked other colleagues for help but are unsure of their commitment to help you gather the information that you need.

	Most	Least
Spend time on your work to make sure that you have plenty of latitude/leeway in case your colleagues don't deliver the help you need in time		
Outline the help that you need from others and explain to them why this is important and the dates by which you need their individual contributions	X	
Reduce the risk by getting the information that you need yourself rather than relying upon other people		
Carry on with the tasks that you need to complete and if others do not contribute their parts report them to management		X

Example e-tray

From: Aaren Sutton, Secretariat of the Committee on Industry, Research and Energy, EP
To: Your name, Secretariat of the Committee on Industry, Research and Energy, EP
Date: 10/10/201X
Subject: Integrated proposal



Dear (Your name),

On 7 December 201X-1, the Commission submitted a proposal for a regulation of the European Parliament and of the Council to set emission performance standards for new passenger cars. This initiative forms part of the EU's integrated approach to reducing CO₂ emissions from light-duty vehicles.

The first reading has been completed and now I have to collect the opinions of the different stakeholders in order to propose a compromise solution to our Head of Unit at a meeting on 27 October 201X.

However, after today, I will be out of the office for the next two months (for medical reasons) and therefore will be unable to attend the meeting with our Head of Unit myself. Could you go in my place?

As a first step, I have asked Giuseppe Caligiuri from the Council to meet you in order to brief you thoroughly on the Council's position on the Commission's proposal.

Thank you for your flexibility.

Kind regards,
Aaren Sutton

Example e-tray

From:	Giuseppe Caligiuri, Council
To:	Aaren Sutton, Secretariat of the Committee on Industry, Research and Energy, EP
Date:	10/10/201X
Subject:	Council position on Commission proposal 749



Dear Ms Sutton,

My apologies, but I am afraid that, starting tomorrow, I will be out of the office until 29 October 201X, which means I will not be able to meet you or your colleague in the next two weeks to give you a full overview of the Council's position regarding the Commission's proposal. However, to ensure you have some information to work with, I have briefly summarised our position on the main points of the proposal:

- Phase-in: 60 % of the vehicle fleet to reach 130 g CO₂/km in 201X+4, 75 % in 201X+5, 85 % in 201X+6 and 100 % from 201X+7 on.
- Long-term targets: Review in 201X+5 to reach a long-term target close to 95 g CO₂/km in 201X+12 .
- Specific emission targets: we propose the same targets as the Commission proposes: targets should be based on vehicle mass.
- Penalties. Until 201X+7, penalties will be based on deviation from 130 g CO₂ as follows: penalty per exceeded gram will be €25 for any deviation of up to 3 grams; €40 for deviations of up to 6 grams and €80 for deviations exceeding 6 grams. From 201X+7, the rate per gram exceeded will be €25 for a deviation of up to 3 grams and €95 for any deviation exceeding 3 grams.

I hope this provides you with some of the information you need to propose a compromise solution. We can arrange a meeting when I am back from holiday if you have any further questions.

Kind regards,
Giuseppe Caligiuri

Example e-tray

Example

How do you deal with the problem of the limited information you received from Mr Caligiuri? Rate the following actions on a scale ranging from totally disagree (--) to totally agree (++)

A.	When taking account of the Council's point of view in my compromise proposal, I use only to the information I received from Mr Caligiuri, as it is sufficiently specific.	--	-	-/+	+	++
B.	I ask Mr Caligiuri if any of his colleagues could provide me with a more in-depth briefing.	--	-	-/+	+	++
C.	I ask Mr Caligiuri for more documentation, just in case the Council's proposal conflicts with those of the other stakeholders.	--	-	-/+	+	++

Help

Previous

Next

Assessment Centre



A day at the assessment centre

Assessment Centre

Overview **Generalists**

1,5 day
in your 2nd language



Case
study

Oral
presen-
tation

Structured
interview

Group
exercise

Good to know!

login/create account

Create your EPSO-account before you apply on eu-careers.eu (top right hand corner)



Don't wait until the last day with creating and submitting your application!



Stay up to date about the competition, Sign up: eu-careers.info



Once you have applied, check your EPSO account regularly. You will receive information on the progress of the procedure only through this account.

Other opportunities

**Contract
agent
(CAST)**

**Temporary
agent**

**Interim
staff**

Freelance

**Seconded
National
expert**

Trainees



How the EU works

Basic information

- ▶ Countries
- ▶ EU symbols
- ▶ Money and the EU
- ▶ Facts and figures
- ▶ European years
- ▶ History
- ▶ EU Presidents

Institutions, bodies and agencies

- ▶ Institutions and bodies
- ▶ Agencies and other EU bodies

Work for and with the EU

- ▼ Work for the EU
 - Traineeships
- ▶ EU funding
- ▶ Public contracts

EUROPA - Traineeships for graduates, linguists and students

The European institutions offer a wide variety of traineeships for students and graduates. These provide unique, first-hand insights into the workings of the institutions and the general activities of the EU. Opportunities of varying length are available in many different locations.

GRADUATES

LINGUISTS

STUDENTS

Traineeships by institution

Committee of the Regions

University graduates

Who can apply: candidates from an EU member country or from a country which is an official candidate for accession, who have completed at least the first cycle of a higher education course and obtained a full degree

Duration: 5 months

Where: Brussels

[More on the Committee of the Regions traineeships](#)

Council of the European Union

University graduates

Who can apply: EU nationals who have completed at least the first cycle of university studies and obtained a full degree

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Yes No

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