



## ELIGIBILITY CRITERIA GRID

### CONTRACT AGENT – FG III

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria – Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications CONTRACT AGENT – FG III  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to a post-secondary education attested by a diploma</b><br><b>or</b><br><b>a secondary education attested by a diploma giving access to post-secondary education and appropriate professional experience of three years?</b><br>Diploma should have been obtained before the closing date for applications.<br>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.<br>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. | <input type="checkbox"/> | <input type="checkbox"/> |



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| Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once. |  |  |
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If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.



## ELIGIBILITY CRITERIA GRID

### CONTRACT AGENT – FG IV

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications CONTRACT AGENT – FG IV   | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least three years attested by a diploma?</b><br>Diploma should have been obtained before the closing date for applications.<br>Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |

If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

**ELIGIBILITY CRITERIA GRID**  
**TEMPORARY AGENT – AST/SC2**

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications TEMPORARY AGENT – AST/SC2   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to post-secondary education attested by a diploma;</b><br><b>or</b><br><b>a level of education which corresponds to secondary education attested by a diploma giving access to postsecondary education and after having obtained the diploma, appropriate full-time professional experience of minimum <u>three</u> years?</b>                  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>four</u> years acquired <u>after</u> the qualification requirement?</b><br>Diploma should have been obtained before the closing date for applications.<br>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications. | <input type="checkbox"/> | <input type="checkbox"/> |

Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.

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If you have marked “yes” in all the options above, you are eligible to this post. If one or more answers are “no”, you are not eligible.

## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AST3

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria - Qualifications   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a post-secondary education attested by a diploma or a level of secondary education attested by a diploma giving access to post-secondary education, and appropriate professional experience of at least <u>three</u> years?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>six years</u> acquired <u>after</u> the qualification requirement?</b><br>Diploma should have been obtained before the closing date for applications. Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications. | <input type="checkbox"/> | <input type="checkbox"/> |



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| <p>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.</p> |  |  |
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If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AST4

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications TEMPORARY AGENT – AST4  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a post-secondary education attested by a diploma <u>or</u> a level of secondary education attested by a diploma giving access to post-secondary education, and appropriate professional experience of at least <u>three</u> years?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>nine</u> years acquired <u>after</u> the qualification requirement?</b><br>Diploma should have been obtained before the closing date for applications.<br>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.<br>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. | <input type="checkbox"/> | <input type="checkbox"/> |





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| Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once. |  |  |
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If you have marked “yes” in all the options above, you are eligible to this post.  
If one or more answers are “no”, you are not eligible.



## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AD5

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria - Qualifications TEMPORARY AGENT – AD5  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least three years attested by a diploma?</b><br>Diploma should have been obtained before the closing date for applications.<br>Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |

If you have marked “yes” in all the options above, you are eligible to this post.  
If one or more answers are “no”, you are not eligible.

## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AD6

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria - Qualifications   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least three years attested by a diploma?</b><br>Diploma should have been obtained before the closing date for applications.<br>Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>three years</u> acquired <u>after</u> the qualification requirement?</b><br>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.<br>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account.<br>Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once. | <input type="checkbox"/> | <input type="checkbox"/> |



If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

**ELIGIBILITY CRITERIA GRID**  
**TEMPORARY AGENT – AD7**

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents   | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2). Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications – TEMPORARY AGENT AD7   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least <u>four</u> years attested by a diploma</b><br><b>or</b><br><b>a level of education which corresponds to completed university studies of at least <u>three</u> years attested by a diploma, and appropriate professional experience of at least <u>one</u> year?</b><br>Diploma should have been obtained before the closing date for applications. Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>six</u> years acquired <u>after</u> the qualification requirement?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |

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|---|--|--|
| <p>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.</p> <p>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.</p> |  |  |
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If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AD8

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark "yes".  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions' medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications – TEMPORARY AGENT AD8   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least <u>four</u> years attested by a diploma<br/><u>or</u><br/>a level of education which corresponds to completed university studies of at least <u>three</u> years attested by a diploma, and appropriate professional experience of at least <u>one</u> year?</b><br>Diploma should have been obtained before the closing date for applications.<br>Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>nine</u> years acquired <u>after</u> the qualification requirement?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |

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|---|--|--|
| <p>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.</p> <p>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.</p> |  |  |
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If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.





## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AD9

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents   | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2). Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications -TEMPORARY AGENT AD9   | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least <u>four</u> years attested by a diploma <u>or</u> a level of education which corresponds to completed university studies of at least <u>three</u> years attested by a diploma, and appropriate professional experience of at least <u>one</u> year?</b><br>Diploma should have been obtained before the closing date for applications. Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>12</u> years acquired <u>after</u> the qualification requirement?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |

|   |  |  |
|---|--|--|
| <p>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.</p> <p>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.</p> |  |  |
|---|--|--|

If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

## ELIGIBILITY CRITERIA GRID

### TEMPORARY AGENT – AD10

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria - Contract and Temporary Agents  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you enjoy your full rights as citizen?</b><br>Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you fulfilled any obligations imposed by national laws concerning military service?</b><br>If this is not applicable in your case, mark “yes”.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you physically fit to perform your duties?</b><br>Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions’ medical officers. This pre-recruitment medical examination will give the medical clearance to the candidate.  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have a thorough knowledge of one official language of the European Union (level C1) ) and a satisfactory knowledge (level B2) of another language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2).<br>Native English speakers will be required to demonstrate the ability to work in a second EU language at the assessment phase. | <input type="checkbox"/> | <input type="checkbox"/> |

| Eligibility Criteria – Qualifications – TEMPORARY AGENT AD10  | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>Do you have a level of education which corresponds to completed university studies of at least <u>four</u> years attested by a diploma <u>or</u> a level of education which corresponds to completed university studies of at least <u>three</u> years attested by a diploma, and appropriate professional experience of at least <u>one</u> year?</b><br>Diploma should have been obtained before the closing date for applications.<br>Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have professional experience of at least <u>12</u> years acquired <u>after</u> the qualification requirement?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |

|   |  |  |
|---|--|--|
| <p>Professional experience is counted from the date on which the applicant acquired the minimum qualification for access to the profile in question until the deadline for applications.</p> <p>Only duly documented professional activity is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once.</p> |  |  |
|---|--|--|

If you have marked “yes” in all the options above, you are eligible to this post.

If one or more answers are “no”, you are not eligible.

**ELIGIBILITY CRITERIA GRID**  
**SECONDED NATIONAL EXPERT**

This document has been prepared to help candidates to check if they are eligible to positions at ELA before submitting their application.

| Eligibility Criteria – Secoded National Expert   | Yes                      | No                       |
|--|--------------------------|--------------------------|
| <b>Are you a national of a Member State of the European Union?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Are you employed by a national, regional or local public administration or an Intergovernmental Organisation (IGO), or an independent university or research organisation that does not seek to make profit for redistribution or is in fact part of the public sector?</b>   | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Have you worked for your employer on permanent or contract basis for at least 12 months before the secondment and will you remain in the service of your employer throughout the period of secondment?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have at least three (3) years' work experience?</b>  | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Do you have thorough knowledge (C1) of one of the EU languages and a satisfactory knowledge (level B2) of another EU language of the Union?</b><br>The European Union has 24 official languages: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish and Swedish. As the predominant working language of ELA is English, candidates must have an excellent command of spoken and written English (at least level B2). | <input type="checkbox"/> | <input type="checkbox"/> |