



The **Europe's Rail Joint Undertaking (EU-RAIL)**, based in Brussels, Belgium

is establishing a **reserve list** for a post of

Communication and Ex Post Audit Officer

(Temporary Agent, Grade AD5)

Please send us your application no later than **21 September 2025 at 23:59 (Central European Time/ Brussels time)**, following the instructions in the [ANNEX](#).

The purpose of this call is to establish a reserve list of suitable candidates which might be used to fill in a vacant position.

1. About EU-RAIL

The Europe's Rail Joint Undertaking (EU-RAIL) is a public-private partnership between the European Union and the rail sector, established by Council Regulation (EU)2021/2085 of 19/11/2021. The EU-RAIL, located in Brussels, is responsible for implementing the EU-RAIL Research and Innovation Programme, funded jointly by the Union and Industry Members of the Rail Sector, with a view to contributing to the European Union's Policy priorities and more specifically the Sustainable and Smart Mobility Strategy of December 2020.

EU-RAIL is the legal and universal successor of Shift2Rail Joint Undertaking (S2R JU) in respect of all contracts, including employment contracts and grant agreements, liabilities and acquired property of the S2R JU. The EU-RAIL Programme will last until end of 2031.

The EU-RAIL Programme is structured around two main pillars, the Innovation Pillar and the System Pillar, complemented by the Deployment Group to achieve an ambitious transformation of rail with innovative solutions expected to start entering in operational environment as from 2025-2026 horizon.

By 2031, EU-RAIL will have implemented research and innovation activities totalling EUR 2.2 billion since the establishment of S2R in 2016.

For further information, please consult the following website: <https://rail-research.europa.eu>

2. Job Description

To achieve such an ambitious Programme, EU-RAIL offers the opportunity to join its professional team and make a difference in achieving a European smart and sustainable mobility and transport, via mission-oriented rail research and innovation.

We are looking for a confident and committed colleague who will work under the supervision of the Head of System Pillar, Communication and Stakeholder Outreach.

The role entails experience in the rail sector, complemented by a good communication and/or audit expertise to a) implement within EU-RAIL the activity of the ex-post controls (including managing technical experts and contracts) and support to the impact of the Programme outcomes and b) to ensure proper dissemination, knowledge generation / sharing of the Lump Sum scheme among interested Joint Undertakings and Executive Agencies and to contribute to the overall communication activities of EU-RAIL.

- a) **Implementation of the EU-RAIL ex-post technical controls and support to the impact of the Programme outcomes**

The majority of our programme is on the Lump Sum scheme since 2018. The S2R programme ended in 2024, and several outputs of the Programme are being deployed. The EU-Rail Programme started at a higher Technological readiness level (TRL) than S2R and the Deployment Group work today support a coordinated sectorial impact on key R&I outcomes. EU-RAIL is expected to perform the ex-post reviews for EU-RAIL and S2R grants which are lump sums. At the same time EU-Rail is looking at facilitating the deployment of the successful outcome of the performed R&I activities by grants and tenders.

The role will consist:

- Implementing the ex-post controls within EU-RAIL
- Updating and maintaining the EU-RAIL ex-post control strategy, in close coordination with the Internal control Coordinator
- Contributing to the annual assurance declaration that resources have been used for their intended purpose, spent in accordance with sound financial management principles, and that underlying transactions are legal and regular.
- Provision of guidance and advice to projects for supporting the successful take up of R&I outcomes by the rail sector, based on the development on an internal strategy

b) Dissemination to Joint Undertakings on the setting up of Lump Sum schemes, and contribution to overall communication, dissemination and stakeholders outreach activities of EU-RAIL

This post would additionally serve to ensure proper dissemination of the Lump Sum scheme and reinforce general communication activities, contributing to the outreach of new communities and existing stakeholders.

The role will consist:

- in cooperation with the Commission to support best practice and dissemination of the use of lump sum grants in Joint Undertakings and Executive Agencies or other interested bodies
- Proactively designing and implementing a dissemination strategy for Lump sum grants
- Contribution to the general communication and dissemination activities of EU-RAIL
- Ensuring EU-RAIL project results are communicated effectively through different media channels (traditional, web, social media);
- Contributing to the organisation of physical, hybrid and online events;
- Engagement of EU-Rail with non-traditional stakeholders, from other sector where R&I activities have been undertaken, and with rail stakeholders from Third Countries, in particular Associated to Horizon Europe, or from EU Countries less engaged in the EU-Rail activities

3. Eligibility criteria

Candidates will be considered for the selection phase on the basis of the following criteria to be fulfilled by the closing date for applications.

General conditions

- be a national of a member state of the European Union;
- enjoy his/ her full rights as a citizen¹;
- have fulfilled any obligations imposed by the applicable laws concerning military service;
- be physically fit to perform the duties linked to the post²;
- meet the character requirements for the duties involved;
- have a thorough knowledge of one of the official EU languages and a satisfactory knowledge (at least B2 level) of another of these languages to the extent necessary for the performance of their duties.

Education

- level of education which corresponds to completed university studies attested by a diploma when the normal period of university is 4 years or more, OR
- a level of education which corresponds to completed university studies attested by a diploma and at least one year of appropriate professional experience when the normal period of university is 3 years;

Only qualifications awarded in an EU Member State or that are subject to an equivalence certificate issued by an authority in a said EU Member State shall be taken into consideration.

In case you do not fulfil all the eligibility criteria, your application will not be taken into consideration. Eligibility criteria must be fulfilled by the deadline for applications and maintained throughout the selection procedure and appointment.

4. Selection criteria

Candidates selected based on the above eligibility criteria will then be evaluated according to the following selection criteria:

4.1. Essential qualifications and experience

- At least 3 (three) years of professional experience in the rail sector
- At least 3 (three) year of professional experience in tasks similar to those described in section 2a) of this vacancy notice; AND/OR
- At least 3 (three) years of professional experience in the communication area in tasks similar to those described in section 2b) of this vacancy notice;
- Excellent editorial skills in English with the ability to translate complex matters into clear and attractive content;
- Excellent command of MS Office tools (especially *Excel*, *Power Point*), and Adobe Suite / communication tools;
- Excellent command of both written and spoken English, as this is the working language of EU-RAIL;

4.2. Advantageous qualifications and experience (to be considered individually)

- Professional experience in a field related to the duties in an international and multicultural environment, preferably within a European Institution, agency or body;
- Professional experience in organizing high-level visits and events, from design to conclusion and reporting;
- Knowledge of online content management systems and document management, such as *Sharepoint*;

4.3. Behavioural competences

- Motivation – open, flexible, and positive attitude;
- Excellent inter-personal and communication skills;
- Excellent analytical, planning and organizational skills and ability to define priorities;
- Ability to work under pressure, deliver results, and respect deadlines;
- Service-oriented, results-driven and flexible attitude;
- Sense of initiative, responsibility, commitment and team spirit.

In order to be evaluated in the best possible way, candidates are invited to be as detailed and as clear as possible when describing their professional experience, specific skills and competences in their application form.

5. Reserve list

The purpose of this vacancy notice is to establish a reserve list of suitable candidates which may be used to fill in a vacant post.

Candidates should note that inclusion on the reserve list does not guarantee recruitment. Recruitment will be based on availability of posts and budget. The reserve list for this post will be valid until **31 December 2026** and may be extended at the discretion of the Appointing Authority of EU-RAIL.

The reserve list might be shared with other Joint Undertakings or EU Agencies to cover a similar position. Should this be the case, candidates on the reserve list will be requested to provide their explicit consent prior to sharing their personal data to any other EU entities. More information on when the EU-Rail processes your personal data is available at the [EU-Rail Data Protection & Legal Notices](#) and the [Data Protection Register and Privacy Notices](#).

6. Equal opportunities

EU-RAIL, as a European Union body, applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

7. Conditions of employment

The successful candidates will be appointed by the Executive Director of the EU-RAIL as a Temporary Agent AD5 pursuant to Article 2f of the Conditions of Employment of Other Servants of the European Union for a period of 5 years, which may be renewed. The period of engagement will not in any case exceed the lifetime of EU-RAIL.

The place of employment will be **Brussels**, where the Joint Undertaking premises are located.

Candidates should note the requirement under the Conditions of Employment of Other Servants for all new staff to complete successfully a probationary period of nine months. After an evaluation of the post holder's performance, and subject to budget availability, the term of office may be extended. The period of engagement will not in any case exceed the lifetime of the JU.

Expected starting date: As soon as possible

8. Pay and welfare benefits

The pay of staff members consists of a basic salary supplemented with specific allowances, including expatriation or family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants available at the following address:

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:1962R0031:20140101:EN:PDF>

Salaries are exempted from national tax, instead a Community tax at source is paid.

Important Note

Candidates are kindly advised to read the [ANNEX](#) that represents an integral part of this vacancy and provides information on how to complete the application, the steps of the selection process and appeal procedures.

- 1. Prior to the appointment, the successful candidate will be asked to provide a certificate of good conduct, confirming the absence of any criminal record.*
- 2. Prior to the appointment, the successful candidate shall be medically examined by one of the European Institutions' medical officers in order that EU-RAIL may be satisfied that he/she fulfils the requirement of article 28 (e) of the Staff Regulations of the Officials of the European Communities.*
- 3. Only qualifications issued by EU Member State authorities and qualifications recognised as equivalent by the relevant EU Member State authorities will be accepted. Any academic qualification mentioned in the application form shall be duly supported by evidence (original or certified copies of e.g. diplomas, certification, etc.). In instances where diplomas are obtained from a non-EU Member State, EU-RAIL may request the candidate to provide a relevant document of comparability issued by a recognised authority.*