

Moving Europe towards a sustainable and
safe railway system without frontiers.

Call for Applications for posts of Project Officers in the Operational Data (OPD) Unit

*Contract Agent 3(a) (FGIV) - with a further view to establish a
reserve list - ERA/CA/2025/001-OPE*

I - JOB CONTENT

The Agency is looking for candidates to support the Agency's needs. The jobholder will work in the [OPD Unit](#), under the responsibility of the Head of Unit (HoU) and respective Team Leader.

Main tasks and responsibilities:

1. To assist and advise the Head of Unit/Team Leader in the field of interoperability and operational data;
2. To prepare technical documents and to draft Technical Specifications for Interoperability (TSI) related to the Telematics;
3. To draft recommendations in the fields related to:
 - a) Passenger Telematics (TAP),
 - b) Freight Telematics (TAF).Ensuring consistency with all the Technical Specifications for Interoperability, in particular with the Operation and Traffic Management TSI and Persons with Disabilities and with Reduced Mobility TSI;
4. To convene, chair and help to lead experts working groups coming from sector organisations and National Safety Authorities for the elaboration of these documents;
5. To organise and implement, together with rail sector representatives, the Change Control Management process of both TAP and TAF TSIs;
6. To monitor the implementation of Telematics Application for Passengers and Freight TSI, and to produce a report;
7. To interact with Commission staff in charge of railway matters (including connection to other modes of transport);
8. To provide expertise to the Agency units in the fields of:
 - a) Telematics,
 - b) Ticketing,
 - c) Evaluation of conformity of specific project deliverables,
 - d) Assessment of national rules needed for telematics.

II - ELIGIBILITY CRITERIA

The selection procedure is open to candidates who satisfy **all** the following eligibility criteria, on the closing date for the submission of applications:

1. General requirements:

- › Be a national of a Member State of the European Union¹, or a national of the European Economic Area (Iceland, Liechtenstein and Norway);
- › Be entitled to the full rights as a citizen;
- › Have fulfilled any obligations imposed by the applicable laws concerning military service²;
- › Meet the character requirements for the duties involved³;
- › Be physically fit to perform the duties linked to the post⁴;
- › Have a very good knowledge of an official language⁵ of the European Union and a satisfactory knowledge of another official language⁶ of the European Union to the extent necessary for the performance of the duties pertaining to the post;
- › Be below the age at which staff of the EU is automatically retired, i.e., currently on the last day of the month in which he/she reaches the age of 66⁷.

2. Minimum qualifications:

- › Have a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

Only qualifications issued by EU Member State authorities or EEA (European Economic Area) authorities and qualifications recognised as equivalent by the relevant EU or EEA Member State authorities will be accepted.

III - SELECTION CRITERIA

The candidates meeting the eligibility criteria set out above, will be assessed and scored against **selection criteria. Candidates not satisfying one or more selection criteria will not be immediately excluded from the selection.**

Selection criteria used to assess the candidate's applications:

- › At least 1 year of relevant professional experience (following award of the diploma) related to the tasks and responsibilities listed in the job content (see Section I - Job Content);
- › Knowledge and/or experience of the Trans model standard EN 12896;
- › Proven experience with IT-analysis and modelling;
- › Proven knowledge of Telematics applications, preferably in the Railway Sector;
- › Proven experience in working in an international and/or multicultural environment;

¹ The Member States of the European Union are : Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

² If applicable

³ Prior to engagement, the successful candidate will be required to provide a certificate confirming the absence of any criminal record

⁴ Prior to engagement, the successful candidate shall be examined in a medical centre indicated by the Agency in order to confirm that the requirements of Article 13 of CEOS of EU are met

⁵ Your mother tongue or another official EU language of which you have a very good knowledge corresponding to level C1 as defined in the Common European Framework of Reference for Languages (CEFR) <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

⁶ Knowledge of your second official EU language corresponding to at least level B2 as defined in the Common European Framework of Reference for Languages (CEFR) <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

⁷ See Article 52 (a) of the Staff Regulation of Officials for Temporary Agents, applicable to Contract Agents by analogy, Article 119 CEOS

- › Good knowledge of the English language (B2 level in the 3 domains: understanding, speaking and writing);

The educational/academic qualifications and the professional experiences must be described as precisely as possible in the ERA application form.

Only candidates who pass a minimum of 60% of the total points awarded for the selection criteria will be taken into consideration and invited for an interview and a written test.

IV – INTERVIEW AND WRITTEN TEST

Candidates selected for the test phase including a structured interview and a written test will be assessed and scored on the basis of the following criteria:

For the interview:

Soft skills (only assessed during the oral interview):

- › Strong problem solving and organisational skills;
- › Proven ability to work in a team and in a multicultural environment;
- › Strong pro-active skills and sound level of accountability.

Hard skills:

- › Knowledge of telematics;
- › Knowledge of the Trans model standard;
- › Ability to communicate in English (as independent user-B2 level).

For the written test:

- › Knowledge and competencies related to the specific post;
- › Ability to extract and summarise key points from technical discussions;
- › Ability to analyse and design an IT-system;
- › Ability to communicate in English (as independent user-B2 level).

The scores for the interviews and the written test are established as follows:

- › Total score for the interview: **60 points** Minimum score to pass: **36 points (60%)**
- › Total score for the written test: **40 points** Minimum score to pass: **24 points (60%)**

Candidates' written test shall not be assessed if the minimum score to pass during the interview is not reached.

For native English speakers, your ability to communicate in your second EU language will be tested during the interview. As this forms part of the general requirements stated above, any failure in proving the satisfactory level of your second EU language would lead to your exclusion from the selection.

<i>IV – SUMMARY</i>	
<i>The Agency:</i> Click here for the description of the Agency and its entities into the different EU languages	
<i>Date of publication:</i> 07/04/2025	<i>Deadline for applications:</i> 06/05/2025 (23.59 CET, Valenciennes local time)
<i>Type of contract:</i> Contract Agent 3(a) <i>Function group and grade:</i> FGIV	<i>Place of employment:</i> Valenciennes, France
<i>Duration of contract:</i> 2 years (renewable depending on the availability of the respective grant)	<i>Monthly basic salary:</i> 4.319,72 EUR with a weighting factor of 14,2 % plus specific allowances where applicable
<i>Applications to be sent by email only to mailbox:</i> jobs@era.europa.eu until 06/05/2025 (23.59 CET, Valenciennes local time) at the latest	<i>Reserve lists:</i> The first 6 (indicative number) candidates will be placed on the reserve list, which is valid until: 06/05/2027 with the possibility of extension
<i>Application procedure:</i> click here	<i>Selection procedure:</i> click here
<i>Appeal and complaint procedures:</i> click here	<i>Data protection:</i> click on Data protection European Union Agency for Railways (europa.eu) and scroll down to “Selection and engagement of the Agency Staff (TA, CA, SNE and trainees) section”