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| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN RESEARCH EXECUTIVE AGENCY (REA) |

# ANNEX I – APPLICATION FORM

**REA/INTER-CA/2022/FGIV/PA/A4/04**

**YOU MUST FILL IN THE APPLICATION FORM COMPLETELY. FAILURE TO DO SO MAY RESULT IN YOUR APPLICATION BEING REJECTED.**

Name and First Name: ………………………………………………………………………….

Nationality: ………………………………………………

Date of birth: ………………………………………………

1. **ELIGIBILITY - EPSO Contract Agents Selection Tests (CAST)**

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| --- | --- | --- |
| 1. **General Conditions** | | |
| I have: | **YES** | **NO** |
| * Already successfully passed the EPSO CBT tests for contract agents for Executive Agencies (including the competency part) in the function group of the vacancy notice. |  |  |
| * I currently have the same Function group as the one of the published post |  |  |
| * I have served at least 3 years as Contract agent 3(a) or 3(b)[[1]](#footnote-1) |  |  |
| 1. **EPSO CAST Candidate information** | | |
| * EPSO Candidate number of the CAST profile: | | |
| * Reference of the CAST(s): | | |

1. **ESSENTIAL QUALIFICATION - LANGUAGE KNOWLEDGE**

**Mother tongue:** …………………………………..

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| **Languages** | **L1\*:** | | | **L2\*:** | | | **L3\*:** | | | **L4\*:** | | |
| **Speaking** | **Writing** | **Comprehension** | **Speaking** | **Writing** | **Comprehension** | **Speaking** | **Writing** | **Comprehension** | **Speaking** | **Writing** | **Comprehension** |
| **Excellent** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Very good** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Good** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Satisfactory** |  |  |  |  |  |  |  |  |  |  |  |  |
| **Basic** |  |  |  |  |  |  |  |  |  |  |  |  |

\*Please indicate the name of the language concerned

1. **ESSENTIAL QUALIFICATIONS AND EXPERIENCE**

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| 1. **Do you have professional experience in big data and data mining processes, their application in EU programmes, setup and use of large and/or sensitive databases, delivering standard and custom data reports?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work and your specific role and responsibilities (300 words maximum)** |

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| 1. **Do you have extensive knowledge of business processes and activities in:** |
| |  |  | | --- | --- | | 1. **Call Coordination, preferably from MSCA IF/PF, for high-volume calls (high number of proposals and/or high number of external experts) in eGrants?** | 1. **Project Management - preparation of grant agreements, monitoring of proper financial and technical implementation of projects - in eGrants?** | | Yes  No | Yes  No | | If ‘Yes’  Less than 4 years  Between 4 and 7 years  More than 7 years | If ‘Yes’  Less than 4 years  Between 4 and 7 years  More than 7 years | |
| **If ‘Yes’ Please describe the nature and context of your work and your specific role and responsibilities (300 words maximum)** |

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| 1. **Could you please give an example of malfunction in interoperability of corporate IT-systems which could lead to some operational/financial issues and what could be a suitable solution to fix it?**   Yes  No |
| **If ‘Yes’ Please describe a hypothetical or real interoperability issue between different IT-systems and proposed solution (300 words maximum)** |

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| 1. **Do you have very good command of English and French, both spoken and written, (equivalent to level C1 or a higher level) and very good ability to communicate to different target groups (specialized IT staff, end users, …)?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work in those languages and how you acquired the requested level (300 words maximum)** |

|  |
| --- |
| 1. **Do you have experience in dissemination and presentation of data analysis?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work and your specific role and responsibilities (300 words maximum)** |

1. **ADVANTAGEOUS QUALIFICATION AND EXPERIENCE**

*To answer “No” to one or several questions of this part will NOT automatically exclude you from the selection****.***

|  |
| --- |
| 1. **Do you have any experience with various types of actions in different programmes?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work and your relevant experience (300 words maximum):** |

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| --- |
| 1. **Do you have knowledge of financial aspects of different types of EU Grants?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work and your relevant experience (300 words maximum):** |

|  |
| --- |
| 1. **Do you have any experience in Cortex data mining?**   Yes  No |
| **If ‘Yes’ Please describe the nature and context of your work and your relevant experience (300 words maximum):** |

1. **MOTIVATION**

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| --- |
| 1. **Please detail your motivation in applying for this position. What specific contribution do you think you could make as ‘Project Adviser’ at REA?** |
| **Please explain (300 words maximum):** |

**Declaration:** I declare, on my honour, that the information provided above is true, complete and correct.

Date:……………………….. Signature:…………………………………………

 Electronically signed on 17/05/2022 19:10 (UTC+02) in accordance with Article 11 of Commission Decision (EU) 2021/2121

1. The minimum duration must have been obtained either as Contractual Agent 3(a) or 3(b). Cumulative duration as Contractual Agent 3(a) and 3(b) will not be considered. [↑](#footnote-ref-1)