European Agency for Safety and Health at Work

TRAINEESHIPS 2027

CALL FOR APPLICATIONS FOR TRAINEESHIPS AT THE EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK (EU-OSHA)

EUOSHA/TR/26/01

Come join EU-OSHA - a dynamic Agency of the European Union based in the highly liveable city of Bilbao, Spain! We are a team of 65 staff members dedicated to promoting safe, healthy and productive workplaces through scientific (technical, behavioural and economic) information that supports policymaking and workplace risk prevention in organisations. Further information on our activities can be found on our website: http://osha.europa.eu

In our vibrant and respectful multicultural environment, we offer trainees a meaningful learning and development experience by involving them in day-to-day tasks and project work under the guidance of a dedicated supervisor.

Learning by doing and learning from others are at the heart of your future **paid** traineeship experience!

What's next?

We are launching a **selection process for eight exciting traineeship opportunities**, seven based at our headquarters in Bilbao and one at our Liaison Office in Brussels.

This is your chance to gain hands-on experience in an EU Agency, contribute to projects that make a real impact on people's working lives and grow in an international and supportive environment.

Interviews are tentatively planned for **early 2027**, with traineeships starting in **April 2027 in Bilbao** and **March or September 2027 in Brussels**.

1. TRAINEESHIP DESCRIPTION

Candidates are invited to apply for **one** of the traineeship opportunities listed below. Further information about each Unit and the trainees' tasks can be found in the Annex.

1.1. Prevention and Research Unit (PRU)
- Area 1 – Climate Change Impact on OSH
- Area 2 – Work-related Accident Prevention

1.2. Communication and Promotion Unit (CPU)
- Area 3 – Campaigns and Publications+
- Area 4 – Information and Communication Technologies (ICT)
- Area 5 – Network Communications
- Area 6 – Digital Communication and Media

1.3. Network Secretariat (NET)
- Area 7 – Stakeholders and Governance
- Area 8 – Relations with EU Institutions and Other Stakeholders

2. TRAINEESHIP OVERALL SCOPE

The EU-OSHA traineeship programme is addressed to young university graduates, without excluding those who, in the framework of lifelong learning, have recently obtained a university diploma and are at the beginning of a new professional career.

The aims of the traineeship at EU-OSHA are:

- To provide trainees with an understanding of the objectives and activities of the Agency.
- To enable trainees to acquire practical experience and knowledge of the day-to-day work of EU-OSHA and to provide them with the opportunity to benefit from a learning experience within a diverse, multicultural and multilingual environment, contributing to the development of mutual understanding, trust and tolerance.
- To enable trainees to put into practice the knowledge acquired during their studies, particularly in their specific areas of competence, and to introduce them to the professional world and the constraints, duties and opportunities therein.

For detailed information on the EU-OSHA traineeship programme, applicants are advised to carefully read the **Rules Governing the EU-OSHA Traineeship Programme.**

3. TRAINEESHIP DURATION

Traineeship agreements are initially offered for a period of six months, with the option of an extension of up to six additional months.

Traineeship agreements begin on the 1st or 16th of the month.

4. ELIGIBILITY CRITERIA

To be considered eligible, applicants must satisfy all of the following requirements by the closing date for submission of applications.

- **Nationality:** be a national of one of the Member States of the European Union or of Iceland, Norway or Liechtenstein (parties to the EEA agreement).
- **University diploma**: have completed the first cycle of higher education (i.e. university education of at least three years' duration) and obtained a full degree or its equivalent by the closing date for applications.
- **Languages:** to fully benefit from the traineeship and be able to follow meetings and perform their tasks effectively:
  - applicants from Member States of the European Union must have a very good knowledge of at least two official languages of the European Union[1], of which one must be English, as English is the main working language within EU-OSHA;
  - applicants from Iceland, Norway and Liechtenstein must have a very good knowledge of English, as English is the main working language within EU-OSHA.

[1] Very good knowledge is required at a minimum B2 level. The assessment is carried out in accordance with the Common European Framework of Reference for Languages (CEFR) http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf

5. APPLICATION PROCEDURE

Candidates must submit their application, in English, through the Agency eRecruitment tool no later than **30 November at 13h00**, Bilbao time.

Candidates can check the status of their application in the eRecruitment tool and consult the main steps of the selection procedure on the website.

6. SELECTION PROCEDURE

EU-OSHA selects trainees on the basis of the applications received in response to this call.

Candidates are screened based on their educational background, qualifications, competences and motivation by at least two members of staff (Heads of Unit and/or delegated colleague(s)). Applications that best meet these criteria will then undergo a further review, with the support of the HR Section, to ensure that applicants meet all the eligibility criteria listed under point 4 above.

Short-listed candidates will be contacted for an online interview to assess their competences, motivation, availability and language skills, and to discuss reciprocal expectations.

At the end of the process, the Heads of Unit and/or delegated colleague(s) will establish a shortlist of the most suitable candidates to be proposed to the Executive Director. The Executive Director will take the final decision on the traineeship agreement(s) to be offered.

All candidates who have participated in an interview will be informed of the outcome by the HR Section.

7. REQUIREMENTS PRIOR TO THE START OF THE TRAINEESHIP

Successful candidates who receive and accept a traineeship offer are required to provide the supporting documents and certificates requested by the HR Section within the indicated deadline.

Before the traineeship agreement is signed and the traineeship commences, they are required to provide the following documents:

- Proof of nationality;
- A copy of all diplomas and academic qualifications/degrees obtained. For ongoing studies, an official declaration from the relevant university must be provided;
- A copy of employment certificates, if applicable;
- An excerpt from the police record;
- A medical certificate confirming that they are “fit to work”;
- A statement indicating whether they are gainfully employed;
- A copy of health and accident insurance for the duration of the traineeship (the European Health Insurance Card is commonly used). Sickness and accident insurance is mandatory. Trainees are responsible for organising their own accident insurance and health cover, as well as any insurance required for themselves and their family members (where applicable), for the duration of their traineeship.

Trainees must not have any professional connections with third parties which might be incompatible with their traineeship (i.e. must not work for lobbyists, legal attachés, etc.), and they are not permitted to exercise any other gainful employment during the period of the traineeship which may adversely affect the work assigned during the traineeship.

Only once the above requirements have been verified and all requested documents have been received can a traineeship agreement be confirmed.

8. BASIC ALLOWANCE AND REIMBURSEMENT

Trainees are awarded a monthly allowance set on a yearly basis and subject to annual revision. Currently, the monthly trainee allowance is EUR 1,601.22[2].

Upon presentation of the appropriate supporting documentation, trainees with disabilities may receive a supplement to their allowance of up to 50% of the amount of the allowance. The HR Section may consult the Agency's medical services if necessary.

Trainees whose address (as, in principle, indicated in their application form) at the beginning of the traineeship is more than 50 km from the place of traineeship are entitled to reimbursement of the travel expenses incurred at the beginning and end of the traineeship.

9. EQUAL OPPORTUNITIES

EU-OSHA is an equal opportunity employer and strongly encourages applications from all candidates who fulfil the eligibility criteria and are interested in the traineeship. EU-OSHA is committed to accommodating the needs of applicants and selected candidates who may have specific requirements (e.g. due to a disability). EU-OSHA ensures that its selection procedure does not discriminate on the grounds of gender, colour, racial, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, nationality, age, sexual orientation or gender identity.

10. DATA PROTECTION

EU-OSHA respects the privacy of its candidates and processes their personal data as required by Regulation (EU) 2018/1725. For more information, please go to the drop-down menu under "Data Protection and Legal Remedies" at the following link.

[2] Amount as of 1 July 2026, provided for information purposes only. The amount is subject to annual revision and may therefore change before the selected candidate starts their traineeship.

European Agency for Safety and Health at Work

ANNEX
EU-OSHA TRAINEESHIP AREAS

1. PREVENTION AND RESEARCH UNIT (PRU)

The Prevention and Research Unit (20 members) is responsible for the Agency's technical, scientific, and economic information on Occupational Safety and Health (OSH). This information is used both to inform policymaking in the EU and its Member States and to raise awareness of OSH. The Unit covers a wide range of areas, as reflected on the EU-OSHA website, in its Strategic Programme Documents and in its Annual Workplan.

In 2027-2028, among other activities, the PRU will continue working on several major research projects (known as OSH Overviews) launched in 2024-2025. These cover work-related cardiovascular diseases, occupational exposure to cancer risk factors, the impact of climate change on OSH, and work-related accidents, the latter having started in 2026.

The PRU is interested in welcoming one trainee in each of the following areas:

Area 1 – Climate Change Impact on OSH

The PRU is looking for a dynamic and motivated trainee to join its multidisciplinary team. The trainee will contribute to projects related to the impact of climate change on occupational safety and health (OSH).

Main Tasks:

- Contribute to the review of outputs produced by external contractors, providing comments and suggestions for improvement.
- Draft information on climate change and OSH based on EU-OSHA reports and research, including articles for publication on the EU-OSHA website.
- Contribute to the design and implementation of the next OSH Pulse survey, including the development of survey questions and review of results.
- Assist with the organisation of meetings, conferences and other events, including preparing presentations as needed.
- Support project managers in the preparation of public procurement procedures related to PRU activities and with general project coordination tasks.

Profile and Desired Skills

We are seeking a candidate with an academic background or experience in occupational safety and health, public health or a related scientific field, with a strong interest in climate change and its implications for health and a motivation to research and draft scientific information for different audiences. Knowledge of or experience in social research methods and statistics would be an advantage.

Learning Opportunities

This traineeship offers hands-on experience in research, policy support and communication on occupational safety and health within a European institutional context. The trainee will gain insight into how evidence-based information contributes to policymaking, awareness-raising and the prevention of workplace risks.

Location: Bilbao (Spain)
Starting date: April 2027

Area 2 – Work-related Accident Prevention

The PRU is looking for a dynamic and motivated trainee to join its multidisciplinary team. The trainee will contribute to the OSH Overview on work-related accident prevention, which aims to provide a comprehensive picture of current and emerging accident risks and the effective use of new digital technologies to promote work-related accident prevention.

Main Tasks:

- Contribute to research on work-related accident prevention and emerging risks linked to developments such as digitalisation, AI, climate change, demographic change and new forms of work.
- Contribute to the identification of good practices and the analysis of accident prevention approaches.
- Assist with stakeholder engagement activities, including workshops, expert meetings, surveys and project meetings.
- Help translate research findings into practical outputs, including by contributing to the drafting of briefs, articles and presentations and to the preparation and review of information materials.
- Support project managers in the preparation of public procurement procedures related to PRU activities, including future-oriented OSH policies, tools and practices, and with general project coordination tasks.

Profile and Desired Skills

We are seeking a candidate with an academic background or experience in occupational safety and health or a related scientific field, with strong analytical and collaborative skills, an interest in emerging OSH risks and accident prevention, and a motivation to contribute to the development of practical, policy-relevant knowledge for safer and healthier workplaces.

Learning Opportunities

This traineeship offers hands-on experience in research, policy support and communication on occupational safety and health within a European institutional context. The trainee will gain insight into how evidence-based information contributes to policymaking, awareness-raising and the prevention of workplace risks.

Location: Bilbao (Spain)
Starting date: April 2027

2. COMMUNICATION AND PROMOTION UNIT (CPU)

The Communication and Promotion Unit (20 members) is responsible for both the public face of the Agency and for meeting its ICT requirements. The Unit's activities include:

- Awareness raising and campaigning across more than 30 countries and in 25 languages.
- Developing and maintaining multilingual websites and data visualisations.
- Multilingual publishing and the production of audiovisuals and films.
- Media relations and social media.
- Network communications, building and maintaining communication partnerships by supporting partners at EU and national level to act as intermediaries and amplify the Agency's work and messages through events and conferences.
- Developing and maintaining the Agency's ICT infrastructure while managing a wide range of IT development projects.

The CPU is interested in welcoming one trainee in each of the following areas:

Area 3 – Campaigns and Publications+

The Campaigns and Publications+ Team (4 members) area contributes to the planning and delivery of EU-OSHA's Healthy Workplaces Campaigns and its corporate publications programme. The trainee will support the Healthy Workplaces Campaign (HWC) 'Together for mental health at work' 2026-2028 and the Agency's 2027 corporate publications programme, working with colleagues and stakeholders on campaign activities and the development and production of communication and promotional materials.

Main Tasks:

- Contribute to the planning, monitoring and reporting of campaign and publication activities.
- Help organise online campaign information sessions and consultations with internal and external stakeholders.
- Prepare editorial content, including PowerPoint presentations, web news and event items.
- Help develop social media content, HWC publications and promotional materials.
- Contribute to the Agency's 2027 publications programme, as well as to the production and distribution of publications across language versions, including design, printing and delivery.
- Support the implementation of the 2027 Healthy Workplaces Film Award (HWFA) scheme.

Profile and Desired Skills

We are seeking a candidate with an academic background or experience in digital communication, EU affairs, campaigning, graphic design, visual storytelling or a related field, combined with strong organisational and interpersonal skills. The candidate should have good attention to detail, communicate clearly and be able to work effectively in a diverse team.

Learning Opportunities

This traineeship offers practical experience in campaign coordination and multilingual publishing within an EU agency. The trainee will gain insight into developing editorial content across different communication channels, consulting with stakeholders and planning and delivering publications. They will also learn about the publication production workflow, including design and layout, multilingual production, printing and distribution, while working alongside experienced colleagues.

Location: Bilbao (Spain)
Starting date: April 2027

Area 4 – Information and Communication Technologies (ICT)

The ICT Section (5 members) is looking for a motivated and versatile trainee to join its dynamic team. The trainee will contribute to key digital transformation projects, technical developments and the operational management of the Agency's information systems and web platforms.

Main Tasks:

- Web & Digital Platforms: Contribute to the development, maintenance and continuous improvement of the Agency's websites and web applications, with a focus on usability, performance and security.
- Data & Business Intelligence: Assist in developing and enhancing BI dashboards, including data visualisation and metrics reporting, connecting data sources and producing analytical reports.
- Applied AI & Automation: Support the exploration and integration of AI technologies and workflow automation to improve internal processes and digital tools.
- Technical Development & DevSecOps: Participate in technical activities, including script automation (e.g. Python), database management, CI/CD pipeline maintenance and cybersecurity and compliance checks.
- ICT Governance & Procurement: Contribute to the preparation of technical specifications, guidelines and documentation, as well as technical evaluations for procurement procedures.

Profile and Desired Skills

We are seeking a candidate with an academic background in Computer Science, Software Engineering, Data Science, Information Systems or a related technical field. The candidate should have some familiarity with programming or scripting languages, such as Python, JavaScript or PHP, and relational databases (SQL), as well as an interest in data visualisation, BI tools and modern web technologies. An interest in emerging AI technologies and cybersecurity best practices would also be an asset.

Learning Opportunities

This traineeship offers practical experience in ICT management within an EU institutional environment. Working alongside experienced ICT professionals, the trainee will develop practical competencies in project management, DevSecOps, data analytics and web governance, while gaining hands-on experience with AI, BI tools and secure infrastructure.

Location: Bilbao (Spain)
Starting date: April 2027

Area 5 – Network Communications

The Network Communications Team (4 members) is looking for a motivated trainee to contribute to stakeholder engagement and networking activities, FAST and CRM-related tasks, and the organisation of events.

Main Tasks:

- Support FAST (EU-OSHA's scheme for organising national OSH awareness-raising activities and events) by following up on requests and orders, updating information in the FASTOSH tool, compiling data and preparing statistics and presentation materials.
- Help maintain the Agency's Customer Relationship Management (CRM) system.
- Assist with corporate events and networking activities, including coordinating invitations and registrations, managing participant and speaker information, preparing materials and following up on logistics with colleagues and contractors.
- Support stakeholder and networking activities, including follow-up with networks such as OSHVET and EEN OSH Ambassadors.

Profile and Desired Skills

We are seeking a candidate with an academic background or experience in communications, EU affairs or a related field, with an interest in stakeholder engagement, networking and event organisation. The candidate should have good organisational and interpersonal skills, attention to detail, and the ability to communicate clearly and work effectively in a diverse team.

Learning Opportunities

This traineeship offers practical experience in stakeholder engagement and networking, CRM-related activities and event organisation within a European institutional context. Working alongside an experienced team, the trainee will gain insight into how EU-OSHA works with its networks and stakeholders to deliver communication and awareness-raising activities across Europe.

Location: Bilbao (Spain)
Starting date: April 2027

Area 6 – Digital Communication and Media

The Digital Communication and Media Team (4 members) is looking for a motivated trainee to join its creative and collaborative environment. The trainee will contribute to the development of digital content and communication materials that strengthen EU-OSHA's visibility and ensure consistency across its corporate communication.

Main Tasks:

- Contribute to the creation of high-quality visual assets, including dynamic visuals, short videos, PowerPoint presentations and infographics, for EU-OSHA's websites and social media channels.
- Support the development of content for corporate publications, promotional materials and other communication activities.
- Contribute to the implementation of EU-OSHA's communication strategy, with a particular focus on the revamp of the corporate website and new social media initiatives.
- Collaborate with team members to gather feedback, identify opportunities for improvement and enhance communication tools and processes.

Profile and Desired Skills

We are seeking a candidate with an academic background or experience in digital communication, graphic design, visual storytelling or a related field, with an interest in digital content creation and innovative communication tools and approaches. The candidate should have good organisational skills, attention to detail, and the ability to communicate clearly and work effectively in a diverse team.

Learning Opportunities

This traineeship offers hands-on experience in digital communication and content development within a European institutional context. The trainee will gain practical experience in visual communication, digital content creation and the production of high-quality corporate communication materials, while working as part of an experienced and supportive team.

Location: Bilbao (Spain)
Starting date: April 2027

3. NETWORK SECRETARIAT (NET)

The Network Secretariat (5 members) oversees the strategic and operational networking with the Agency's stakeholders and key partners at national, EU and international level. Regular meetings with the Management Board and national Focal Points are organised to plan, implement and evaluate the Multiannual Strategic Programme and the Programming Documents. The Brussels Liaison Office ensures that constructive relationships are maintained with the EU institutions, social partners and other key stakeholders.

The NET is interested in welcoming one trainee in each of the following areas:

Area 7 – Stakeholders and Governance

The Quality Team (2 members) is looking for a motivated trainee to join its analytical and collaborative environment. The team plays a central role in ensuring that the Agency's governance and performance frameworks operate effectively, covering areas such as Management and Executive Board coordination, programming, monitoring, reporting, performance assessment, evaluations and stakeholder surveys.

Main Tasks:

- Support the implementation of the performance monitoring system linked to EU-OSHA's Strategy 2025–2034, including data collection and analysis (e.g. citation searches).
- Contribute to the development of a digital system for collecting and reporting data related to programming, monitoring and reporting processes.
- Assist in designing and conducting stakeholder surveys.
- Attend meetings on behalf of the Quality Team, prepare summaries and follow-up notes, and support the team in other governance, planning and reporting activities.

Profile and Desired Skills

We are seeking a candidate with an academic background in social sciences, quantitative methods or a related field, with strong analytical skills and an interest in governance, performance monitoring and evaluation.

Learning Opportunities

This traineeship offers practical experience in performance monitoring, programme evaluation and governance processes within a European institutional context. The trainee will gain insight into how quality management and evidence-based evaluation contribute to organisational performance and strategic decision-making.

Location: Bilbao (Spain)
Starting date: April 2027

Area 8 – Relations with EU Institutions and Other Stakeholders

The Brussels Liaison Office (BLO) represents the Agency in Brussels and is led by the BLO Manager, with whom the selected trainee will work closely. The BLO maintains relations with the EU institutions, including the European Commission, the European Parliament, the Council of the EU and the European Economic and Social Committee, and promotes the Agency's work among key stakeholders, such as the European Social Partners within the framework of the European Social Dialogue.

Main Tasks:

- Support the daily operations of the BLO, including handling enquiries, managing correspondence, supporting logistics and interacting with visitors and stakeholders.
- Monitor and report on relevant developments in EU institutions and policies.
- Conduct research and prepare briefings to support meetings, events, and stakeholder engagement activities.
- Attend meetings and events with EU institutions, social partners and professional associations, taking minutes and drafting concise summaries of key outcomes.
- Contribute to identifying and researching relevant stakeholders and organisations, and support the organisation of meetings, media events and campaign initiatives in Brussels.
- Maintain regular and systematic communication with colleagues based in Bilbao, ensuring smooth coordination between the offices.

Profile and Desired Skills

We are seeking a motivated and proactive candidate with a strong interest in EU institutions, public policy and stakeholder relations, and a motivation to contribute to stakeholder engagement and institutional communication activities in a dynamic, international environment.

Learning Opportunities

This traineeship offers a unique opportunity to gain first-hand experience in EU affairs, stakeholder engagement and institutional communication within a European public sector environment. Working in a small but highly connected office located within DG EMPL alongside other EU agencies, the trainee will develop valuable skills in policy monitoring, networking and strategic communication.

Location: Brussels (Belgium)
Starting date: March **or** September 2027 (the starting date will be communicated at the interview stage)