

THE EUROPEAN AGENCY FOR SAFETY AND HEALTH AT WORK (EU-OSHA)
is seeking to hire two
SECONDED NATIONAL EXPERTS
in the field of DANGEROUS SUBSTANCES AT WORK
(chemicals, in particular carcinogens, and/or biological agents)

EUOSHA/SNE/25/01 – SECONDED NATIONAL EXPERTS (SNEs)¹

IS THIS SECONDMENT FOR YOU?

You are an expert in the fields of dangerous substances at work?

You are experienced in assessment and prevention of occupational exposure to dangerous substances, in particular carcinogens and/or biological agents, with a knowledge of the related legislation?

You are employed by a national, regional or local public administration or public inter-governmental organisations (IGOs) ready to agree to a potential secondment to EU-OSHA for at least two years, renewable?

Come join the 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 technical, scientific, and economic information that supports policy-making and workplace risk prevention.

For more information on our activities, go to <http://osha.europa.eu> and for more details on working conditions, go to section 6 of this call for expressions of interest.

WHAT ARE WE OFFERING?

Secondment duration: the initial period of the secondment will be two years, starting in February 2026, renewable, in principle, up to a total period not exceeding four years.

Possible allowances: daily allowance of 161.88 Euro + a monthly subsistence allowance of between 104 and 913 Euro (for more specific information, go to section 6.

Place of the secondment: Bilbao, Spain.

WHAT DOES A SECONDMENT TO EU-OSHA IMPLY?

A secondment is established through an exchange of letters between EU-OSHA and the employer of the successful candidate. This agreement is NOT an employment contract.

The SNE(s) shall remain employed by their employer throughout the period of secondment and the SNE's employer shall continue to pay their usual remuneration including social security contributions.

To access the rules applicable to secondment to EU-OSHA, please click [here](#).

¹ This document – originally prepared in English language - may be **machine** translated in other languages of the EU. In such a case, the original English version will prevail for all purposes.

If you meet all eligibility criteria (section 3), have the profile we are looking for and want to temporarily join the EU-OSHA team, just **send us your application (and your employer's declaration) no later than 15 September 2025 at 13h00 Bilbao Time!**

1 JOB FRAMEWORK

The Prevention and Research Unit (PRU) is responsible for the Agency's technical, scientific and economic information on Occupational Safety and Health (OSH). It aims to inform policymaking in the EU and in its Member States, as well as raise awareness about OSH and help to develop tools for use at the workplace. The Unit offers in-house expertise through its staff of around 14 topic specialists who provide state-of-the-art knowledge on EU-OSHA's priority areas related to OSH in Europe. They have a diverse background in terms of skills and competences in OSH, social research and project management. They work closely with external experts either under a research contract or from a collaborating institution.

Under the supervision of the Head of Unit, the two successful candidates will work mainly on topics related to the **assessment and prevention of occupational exposure to dangerous substances** (chemicals, process-generated substances and carcinogens, and/or biological agents) and their effects on workers' health and safety. They will **help define and oversee projects, carry out research and analysis, manage external service contracts, and support the dissemination and promotion of outputs**. The work will **support policy making with evidence and knowledge**.

2 JOB PROFILE

The SNEs will take part in some of the following main duties focused on dangerous substances at work (chemicals, process-generated substances, and/or biological agents), in particular carcinogens at work, and their effects on workers' health:

- Contributing to the Agency's work on research, prevention and policy to support policy-making with evidence and knowledge;
- Contributing to the Agency's work in relation to:
 - workplace exposures, measurement methods and measurement data;
 - effects on workers' safety and health (such as work-related cancer, work-related infections and/or other work-related diseases);
 - workplace risk prevention;
 - and/or relevant legislation and non-binding measures (such as guidance or tools);
- Managing and contributing to EU-OSHA work on databases of workplace exposure data;
- Contributing to joint publications with other European bodies;
- Exploiting research findings and data (qualitative and quantitative) and preparing their dissemination together with other relevant information for EU institutions, social partners, Member States, and other EU-OSHA stakeholders;
- Drafting and editing reports or other types of information material based on research and other data (qualitative and quantitative) for publication by the Agency (in English);
- Supervising and monitoring research carried out by external experts and/or contractors, as well as dissemination activities, ensuring they run according to plan, within budget and meet defined objectives and quality criteria;
- Making presentations, organising and running seminars, workshops and meetings;
- Managing projects, finance and contracts related to external research expertise;
- Developing proposals for research and dissemination projects, including specification of resources, schedules, tasks and deliverables;
- Performing any other relevant activities assigned by the Head of Unit.

3 ELIGIBILITY CRITERIA

To be considered eligible for this selection procedure, candidates must meet all of the following requirements by the application deadline:

General conditions

Candidates must:

- be a national of one of the Member States of the European Union, Iceland, Norway, or Liechtenstein (parties to the EEA Agreement);
- be employed by a national, regional or local public administration or public inter-governmental organisations (IGOs) from the Member States of the European Union, Iceland, Norway, or Liechtenstein (parties to the EEA Agreement);
- Have been employed by their current employer on a permanent or contractual basis for at least 12 months prior to the secondment and remain in the service of that employer throughout the period of secondment;
- Have at least three years of experience in administrative, legal, scientific, technical, advisory, or supervisory functions;
- Submit, via email to recruitment@osha.europa.eu, a **formal written declaration signed by their employer, certifying that:**

"In the case of a successful application and subsequent secondment to EU-OSHA, the applicant [NAME, Surname] will remain employed, will continue to receive their usual remuneration, and will remain subject to the applicable social security legislation throughout the period of secondment as per Article 1.1 of the [rules on secondment to EU-OSHA](#)".

Education

Candidates must have a level of education that corresponds to completed university studies of at least three years, attested by a diploma.

The education shall be in occupational safety and health, epidemiology, occupational medicine, chemistry, biology, toxicology, biochemistry, chemical engineering or similar field.

Only diplomas that have been awarded in EU Member States² or that are the subject of equivalence certificates issued by authorities in the said Member States will be taken into consideration.

Knowledge of languages

Candidates must possess a thorough knowledge³ of one of the official languages of the EU and a satisfactory knowledge⁴ of another EU language to the extent necessary for the performance of their duties.

Important recommendation

Please note that only candidates who meet all the listed eligibility criteria will be considered for the selection process. We kindly ask that **individuals who do not meet these criteria refrain from submitting an application**, as doing so will not advance their candidacy.

We appreciate your understanding and cooperation in ensuring that only eligible candidates apply.

² Diploma obtained in UK before 31/01/2020 are automatically recognised and are thus not subject of equivalence certificates.

³ Equivalent to C1 level in all dimensions as defined in the [European framework of reference for languages](#)

⁴ Equivalent to B2 level in all dimensions as defined in the [European framework of reference for languages](#).

4 SELECTION CRITERIA

The following criteria will be used to assess candidates through their application⁵, interview and written test(s).

4.1. Essential

Candidates must have:

Professional experience and skills

- At least 3 years of professional experience⁶ following the award of the required diploma in line with the duties under the job profile, including in particular chemical engineering, occupational hygiene, occupational health or occupational medicine, with a focus on exposures to dangerous substances and their prevention;
- Experience in the practical prevention and assessment of occupational exposure to biological agents and/or carcinogens;
- Very good digital skills (in particular MS Office), with a strong ability to easily adapt to different tools and software;
- Very good oral and written communication skills in English (C1)⁷.

Behavioural competencies

- Excellent analytical skills;
- High attention to details and accuracy;
- Strong ability to self-organise, delivering quality results in a service oriented way;
- Excellent interpersonal and teamworking skills, valuing diversity.
- Interest in joining a multicultural team.

4.2. Advantageous

The non-fulfilment of one or more of these advantageous criteria will not result in the candidate's exclusion from the selection process, but it may affect their chances of being invited for an interview and written test(s).

- Complementary education in occupational safety and health, epidemiology, chemistry, biology, toxicology, biochemistry or similar;
- Good applied knowledge of workplace measurement of exposure to dangerous substances, incl. biological agents, and/or occupational biomonitoring,
- Experience in multinational or EU collaboration and cooperation in a tripartite environment;
- A good understanding of European policies and legislation related to chemicals beyond OSH (including REACH and REACH/OSH interface), and of the Institutional framework and functioning of the European Union;
- Experience in project management and contract management.

5 SELECTION PROCEDURE

A Selection Committee is appointed for this selection procedure. The composition is as follows: Donianzu Murgiondo, Emmanuelle Brun and Ioannis Anyfantis.

The work of the Selection Committee and its deliberations are confidential. Candidates shall not make direct or indirect contact with them or have anybody do so on their behalf. Any infringement of this rule

⁵ The motivation (or other information) candidates write in their application under the section "additional information" is not considered nor assessed during the screening of applications.

⁶ Only duly documented remunerated professional activity is taken into account.

⁷ Equivalent to C1 level in all dimensions as defined in the [European framework of reference for languages](#).

constitutes grounds for disqualification from the selection procedure.

All inquiries for information should be addressed via email only to recruitment@osha.europa.eu, quoting the reference of the procedure (EUOSHA/SNE/25/01).

The selection procedure will be carried out in three phases.

Phase 1 – Screening of applications⁸

The Selection Committee will first assess the professional experience described in each application⁹ against the relevant selection criteria listed under “Professional Experience and Skills” in section 4.

Only those applications that best match the job profile based on this evaluation will then be assessed against the “Advantageous” criteria.

Applications that best meet these criteria will then be further reviewed, with support from the HR Section, to ensure they meet all mandatory eligibility criteria listed in section 3. All criteria must be met by the application deadline.

Approximately ten candidates are expected to advance to Phase 2. Tentatively, the interview and written test(s) are scheduled on 23 and 24 October 2025.

Candidates can check the status of their application through EU-OSHA eRecruitment tool. This check can typically occur within one month after the aforementioned tentative date.

Phase 2 – Interviews and written test(s)

The Selection Committee will assess candidates’ professional experience, knowledge, skills and behavioural competencies as per section 4, as well as motivation.

The interview and written test(s), a part of which will be in an anonymized form, will be carried out in English and remotely.

For candidates who have English as their mother tongue or first language, the level¹⁰ of their 2nd EU language as declared in their application will be tested using appropriate means. The knowledge of other relevant languages as stated by the candidate in their application may also be assessed.

Upon completion of this phase, the Selection Committee will submit to the Executive Director the list of candidates having reached at least 70% of the points allocated to behavioural competencies and motivation and at least 70% of the points allocated to professional experience and skills.

Phase 3 – Possible Secondment Offer

Considering the list submitted by the Selection Committee, the Executive Director will decide on the most suitable candidate for a possible offer and/or the inclusion of suitable candidates in a reserve list, if any. Before doing so, he (or a delegated staff member) may discuss further with one or more candidates regarding their background and motivation.

This step is planned to take place within one month after the date of interview. The reserve list, if any, will be valid until 31/12/2026 and may be extended. Inclusion in the reserve list does not guarantee being offered a secondment.

Prior to a possible secondment offer references check may be arranged.

⁸ At any phase of the procedure, candidates may be requested to provide additional information or documents. They may be disqualified if, at any stage of the procedure, it is established that the information in the application is incorrect or incomplete.

⁹ The motivation (or other information) candidates write in their application under the section “additional information” is not considered nor assessed during the screening of applications (Phase 1).

¹⁰ Equivalent to B2 level in all dimensions as defined in the [European framework of reference for languages](#).

When such a position needs to be covered, the Executive Director may offer a secondment to a candidate in the list whose profile best matches EU-OSHA's needs at that time.

6 SECONDMENT OFFER AND WORKING CONDITIONS

The offer for secondment will be for two years and may be renewed for a maximum total secondment of four years.

Once the offer for secondment is accepted by the successful candidate(s), EU-OSHA will liaise with their employer for a formal agreement via an exchange of letters.

The EU-OSHA will be bound to the offer and/or agreement only if, within the set deadline prior to the secondment, the successful candidate has:

- submitted all required documentation, including proof of eligibility,
- have informed EU-OSHA of any actual or potential conflict of interest and has been considered as having no personal interest such as to impair their independence or any other conflict of interest through a specific form.

Job environment

The position is based in Bilbao and SNEs are required to reside in Bilbao or its surroundings. The SNEs will work in a multicultural environment where on-going dialogue between management and staff, including representatives of the staff, is regarded as vital.

At EU-OSHA we promote flexible working arrangements and support a **healthy work-life balance** for our staff and SNEs. For instance, we offer options such as part-time work, flexible working hours, and teleworking. **Teleworking from Bilbao** and its surroundings is possible for **up to 60% of the workweek**. Additionally, teleworking **from outside Bilbao** and its surroundings is permitted for **up to 10 days per year**.

Possible allowances

SNEs shall be entitled, throughout the period of secondment, to a daily subsistence allowance and a monthly subsistence allowance if (*in a nutshell*):

- a) they are not and have never been, Spanish nationals (*Spain being the seat of EU-OSHA*), and during the five years preceding the secondment, they did not habitually reside or work in Spain;
- or**
- b) they are or have been Spanish nationals but have habitually resided outside Spain during the ten years preceding the secondment.

As of the date of publication of this call for expressions of interest, the applicable allowances are:

- a **daily subsistence allowance** of 161.88 Euro, and
- a **monthly subsistence allowance** based on the distance between the place of origin and Bilbao, as follows:

Distance (km)	Amount in€
0 - 150	0
> 150	104.05
> 300	184.98
> 500	300.62
> 800	485.61
>1300	763.11
>2000	913.44

These allowances are intended to cover living expenses at the place of secondment on a flat-rate basis and shall under no circumstances be considered remuneration from EU-OSHA.

SNEs must inform the Agency of any similar allowance received from other sources. Such amounts will be deducted from the subsistence allowances paid by EU-OSHA.

Subsistence allowances are payable for every day of the week, including periods of mission, annual leave, special leave, and public holidays granted by EU-OSHA.

EU-OSHA may also pay a flat-rate travel allowance at the beginning and end of the secondment.

7 APPLICATION PROCESS

Commitment to 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 secondment. EU-OSHA is committed to accommodating the needs of applicants and selected candidates who may have special requirements (e.g. for reasons of 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, age, sexual orientation or gender identity.

In case of a disability, please do inform Human Resources at recruitment@osha.europa.eu and indicate which arrangements or adjustments relating to your disability are necessary, so that EU-OSHA can ensure your equal participation in the interviews/tests.

Application

Candidates must submit their application through the Agency eRecruitment tool [\[here\]](#).

Candidates need first to create an account in the eRecruitment tool and then to submit their applications.

Once the application has been submitted, candidates shall then send, via email to recruitment@osha.europa.eu, the **formal written declaration signed by their employer**, as indicated in section 3, General conditions, last bullet point. **The subject of the email shall be EUOSHA/SNE/25/01 – YOUR NAME**

Both the application and the employer's formal declaration must be submitted by **no later than Monday 15 September 2025 at 13h00 Bilbao Time**.

Candidates are strongly advised not to wait until the date of the deadline to submit their complete applications. EU-OSHA is not held responsible for any delays in submission of applications due to technical difficulties or any other factors that may arise at the last minute.

Candidates can check the status of their application within the eRecruitment tool and the main steps of the selection procedure on the [website](#).

8 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 follow this [link](#).

9 LEGAL REMEDIES

Candidates can submit a request for review or a complaint within the set deadlines and as indicated in the following [link](#).