

## FCH JU Traineeship – 2014 (2<sup>nd</sup> in-take)

The FCH JU operates a traineeship programme. The programme gives trainees an understanding of the FCH JU and its role within the activities of the European Union, enables them to acquire practical knowledge of the FCH JU and its regulatory framework and to obtain professional experience in the course of their work.

Detailed rules can be found in the attached document ([Decision of the Executive Director on Rules governing traineeships at the FCH JU](#))

Successful candidates will have an academic background in economics, political science, law, business administration, engineering, technical studies such as environmental or energy studies or similar. Knowledge of the fuel cells and hydrogen technologies will be considered as an advantage.

They will also have some professional or training experience in project management, administration, EU affairs (e.g. communication, IT, legal affairs, internal audit, finance, office management), acquired either in a public administration/academic institution or in the private sector.

Trainees are selected from nationals of the Member States of the European Economic Area (the 28 Member States of the European Union, Iceland, Liechtenstein and Norway).

### Minimum Requirements:

- Possession of a university degree or equivalent at the time of applying;
- An excellent command of oral and written English and one or more other official Union languages (French and /or German advantageous);
- Very good interpersonal and communication skills.

### Grant:

The FCH JU pays a monthly grant of 1 071,19 EUR net per month and may pay a travel allowance to compensate the expenses incurred at the beginning and at the end of the traineeship from the place of residence, which is normally the address provided for correspondence. It is recommended to read carefully the [detailed rules](#) applicable.

How to apply:

The placements are for periods of 3 to a maximum of 6 months.

Interested candidates should send a motivation letter in English together with their CV in EU format and a copy of their university degree by e-mail to [applications@fch.europa.eu](mailto:applications@fch.europa.eu) at the latest by **21 April 2014**

Timing:

The present call is to select trainees for intake in the 2<sup>nd</sup> half of 2014:

Period for receipt of applications[1]	By 21 April 2014 (23:59 Brussels time)
Screening/telephone contact with pre-selected candidates (indicative)	End of April 2014 – End of May 2014
Contract issued (indicative)	By mid of June 2014
Start of traineeship	The traineeship period may start any time between June and October 2014.

The FCH JU takes care to avoid any form of discrimination in its procedures.

Please note that the personal information FCH JU requests from candidates will be processed in line with Regulation (EC) N° 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the European Union institutions and bodies and on the free movement of such data. The purpose of processing of the personal data candidates submit is to manage applications in view of a possible traineeship at FCH JU ([privacy statement in the attached document](#)).

For a CV template, please visit: <http://europass.cedefop.europa.eu>

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[1] In case of numerous applications, the FCH JU reserves the right to limit the screening to the first 50 applications received.