



To: Selected Members of the SESAR Joint Undertaking

Brussels, 22/06/2017
SJU-17 D/387

Subject: Call for expression of interest Ref. SJU/LC/135-CEI, addressed to the SESAR Joint Undertaking Selected Members, for the establishment of a reserve list of candidates for the position of "ATM Expert"

In order to perform its activities, the SESAR Joint Undertaking (SJU) needs highly qualified staff with the necessary expertise in its domains of activities. Therefore and in accordance with Article 8 of its Statutes and its Administrative Board Decision ADB(D)07-2017 adopted on 31st May 2017, the SJU intends to establish a reserve list of SJU Selected Members' staff available for secondment to the SJU for the following specific position of:

- **ATM Expert.**

In this respect, the SJU is pleased to invite its Selected Members¹ to express their interest in seconding members of their staff to the SJU by **31st August 2017²**.

You will find enclosed as Annex II to this letter the call for expression of interest, setting forth applicable requirements, terms and conditions and describing selection process, applicable for the selection of candidates under the present call.

The expressions of interest must be submitted following the procedure detailed in Annex II, Section 6 and sent to the following e-mail address: call135@sesarju.eu (size: max 5MB).

Each expression of interest shall include:

- A signed presentation letter from the SJU Selected Member proposing the secondment;
- A Curriculum Vitae (CV) in the Europass format of the proposed candidate (available on the following website: <http://europass.cedefop.europa.eu>);
- A signed motivation letter of no more than one page, explaining why the candidate is interested in joining the SJU in that post and what would be his/her added value to the SJU, if selected;
- A duly completed and signed declaration of honour with regard to the eligibility criteria (cfr Annex III);
- A copy of the relevant documentation justifying the experience and demonstrating the eligibility to the secondment.

¹ I.e. entities selected as per SJU's Administrative Board Decision ADB(D)02-2016 of 9 March 2017 and who have signed the SJU Membership Agreement Ref. SJU/LC/307-CTR.

² The actual secondment will be subject to necessary funds availability in the SJU budget.

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The reserve list of eligible seconded experts will be set up, in principle, latest by the end of October 2017 and will be valid for 2 years from the date of its establishment.

However, please note that this call for expression of interest is in no way binding to the SJU. A commitment will come about only when a secondment agreement with the SJU selected Member has been signed³.

Until a secondment agreement is signed, the SJU may decide not to select any expert for secondment or to cancel the call, without the Selected Members being entitled to claim any compensation.

Yours faithfully,

Peter HOTHAM
Deputy Executive Director
[signed]

Encl. ANNEX I: Administrative Board Decision ADB(D)07-2017

ANNEX II: Call for Expression of Interest Ref. SJU/LC/135-CEI, addressed to the SESAR Joint Undertaking Selected Members, for the establishment of a reserve list of candidates for the position of "ATM Expert"

ANNEX III: Declaration of honour with regard to the eligibility criteria

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