



**2019-IPR-I-000-011870**

**Data for policy support**

<p><b>Position for:</b></p> <p>1 Trainee TYPE II</p>	<p>As the science and knowledge service of the Commission, the mission of Joint Research Centre is to support EU policies with independent evidence throughout the whole policy cycle.</p> <p>The JRC is located in 5 Member States (Belgium, Germany, Italy, the Netherlands and Spain). Further information is available at: <a href="http://www.jrc.ec.europa.eu">http://www.jrc.ec.europa.eu</a></p> <p><b><u>Short description of activity:</u></b></p> <p>The Text and Data Mining Unit (I3) of the European Commission's Joint Research Centre (JRC) in Ispra, Italy, is looking for a trainee to support the Data4Policy team in its role to facilitate the implementation of improved data management practices inside the JRC, entailing some data management responsibilities at Commission level.</p> <p>The successful trainee is expected to contribute to the success of the Data4Policy initiative at JRC by supporting the team on various activities:</p> <ul style="list-style-type: none"><li>• contributing to the implementation of the JRC Data Policy;</li><li>• providing support to the Commission-wide data inventory exercise that JRC coordinates;</li><li>• supporting the secretariat of the JRC Data Governance bodies;</li><li>• preparing presentations, minutes, reports and briefings;</li><li>• supporting the communication activities of the team to the JRC and other DGs of the European Commission.</li></ul> <p><b><u>Qualifications:</u></b></p> <p><b>Essential:</b></p> <ul style="list-style-type: none"><li>• a university degree (or an almost completed degree) preferably in business and/or public administration, not excluding other relevant areas;</li><li>• good working knowledge of English (B2);</li></ul> <p><b>Advantage:</b></p> <ul style="list-style-type: none"><li>• experience with open data initiatives;</li><li>• familiarity with data management;</li><li>• ability to work as part of a team, adaptability to the workplace; good communication skills; good drafting</li></ul>
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	<p>skills.</p> <p><b><u>For general eligibility requirements, please read the rules governing the traineeship scheme of the JRC:</u></b></p> <p><a href="https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/jrc-trainees">https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/jrc-trainees</a></p>
<b>Unit / Directorate</b>	I03 – <i>Text and Data Mining Unit</i> Directorate – ' <i>Competences</i> '
<b>Duration</b>	5 months
<b>JRC Site Country</b>	Ispra Italy
<b>JRC contact details</b>	<p><b>For any technical problems with your application, please contact:</b></p> <p><a href="mailto:HR-AMC8-RECRUITMENT-TOOLS-SUPPORT@ec.europa.eu">HR-AMC8-RECRUITMENT-TOOLS-SUPPORT@ec.europa.eu</a></p>