



2018-IPR-RI3-FGII-9730 **FG II**
Logistic Support Agent - Transports

<p>Position for:</p> <p>FGII Logistic Support Agent Transports</p>	<p>As the science and knowledge service of the Commission, the mission of DG 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: https://ec.europa.eu/jrc/</p> <p>The Logistics Unit is part of the Directorate for Resources at the JRC Ispra site, and is responsible for providing a varied number of logistics-related activities in support of the management of the site.</p> <p>One of these activities relates to transport, in managing the site's fleet of vehicles, organising shuttle transport for staff and visitors and bus services for transporting staff from home to work and back.</p> <p>The vacant position is to provide administrative support to this activity. Tasks will include support to contracts management (control and verification of the services, verification of invoices, ensure the relations with clients and providers, etc) and administrative support to site's fleet of vehicles management (follow-up of deadlines and evolution of the daily transport requests, ensure good communication and information flow between the JRC Units, passengers and service provider).</p> <p>Qualifications: Level C1 of Italian and B1 of English is required.</p>
<p>Directorate Unit</p>	<p>Resources Logistics</p> <p>Further information: https://ec.europa.eu/jrc/</p>
<p>Indicative duration</p>	<p>12 months initial contract with possible renewals up to maximum 6 years</p>
<p>JRC Site Country</p>	<p>Ispra Italy</p>
<p>Rules and eligibility</p>	<p>The candidate must be on a valid EPSO reserve list for Function Group II contract staff.</p> <p>Applicants to the following Call for expression of interest can also be considered:</p> <p>CAST Permanent - EPSO has launched in January 2017 an open-ended selection procedure to create a pool of candidates from which the institutions, bodies, offices and agencies of the European Union (EU) can recruit contract</p>

agents. Details available at the link below:
https://epso.europa.eu/documents/2240_en

Auxiliary contract staff:

<https://ec.europa.eu/jrc/en/working-with-us/jobs/temporary-positions/contract-staff-members>

Please note that due to the high number of applications received only shortlisted candidates will be contacted.