



VACANCY NOTICE – 2023-IPR-RI5-FGIII-022330

Health and Safety Assistant - JRC Ispra EMAS Coordinator Assistant

Type of contract	Member of the European Commission's contract staff, Function Group III (article 3b of the Conditions of Employment of Other Servants)
Duration of contract	36 months (renewable up to maximum 6 years)
Area	Environmental management
Place of employment	Ispra (IT)
Indicative basic salary	3028,92 - 3877,46 € (applicable as of 1 st of July 2022) For more detailed information please consult: Working Conditions

WE ARE

The [Joint Research Centre \(JRC\)](#) provides independent, evidence-based knowledge and science, supporting EU policies to positively impact society.

The current vacancy is with the **Safety and Security Unit, Site Management Ispra Department, Support Services Directorate**. The Directorate ensures the efficient and effective deployment of the resources necessary to support the JRC's activities, in compliance with all applicable rules and regulations and to make the JRC sites safe, secure and attractive working environments by providing efficient customer-driven services to facilitate the current and future scientific activities of the JRC while ensuring that JRC sites act as a good neighbour to their respective communities at large.

The Site Management Ispra Department consists of the team of the Head of Department and 3 Units. Its mission is to make the Ispra site a modern, attractive and effective place to work. To develop the partnership with the client Directorates and Units on-site and to coordinate site management including corporate coordination (JRC-wide) of non-nuclear safety, security, ICT security as well as environmental measures. To be the main interlocutor with the Italian authorities on these aspects and to ensure the JRC Ispra acts as a good neighbour to the local community.

The Safety and Security Unit has the mission to develop and ensure a safe, secure and sustainable working environment at the Ispra site, for personnel and visitors. Furthermore, it has the responsibilities to manage a reliable emergency response service.



WE OFFER

A dynamic, multidisciplinary job in the field of environmental management. This is therefore a unique opportunity to contribute to implementing the European Green Deal within the Ispra site. The working environment is family-friendly, allowing also online collaboration.

WE PROPOSE

The jobholder will assist **the Ispra site EMAS Coordinator** in implementing EMAS requirements for the Ispra site and applying the European Green Deal.

Main tasks will include:

- Assist in reviewing and maintaining the EMAS compliant Environmental Management System, including: implementing the JRC Ispra environmental policy; planning environmental audits; drafting corrective actions as applicable; drafting and revising EMS documents; organising environmental training and collecting and verifying the consistency of EMAS KPIs.
- Assist in drafting timely yearly contributions to DG HR towards the follow up of the EC EMAS registration, such as drafting both the Ispra site EC Environmental Statement and the Ispra contribution to the EC EMAS Global Action Plan.
- Assist in verification of implementation of internal and external environmental permits for the JRC Ispra site.
- Assist in organising the JRC Ispra EMAS Round Tables meeting with Italian authorities, including collaborating towards the preparatory bilateral meetings.
- Assist in providing legal environmental advisory towards legal and procurement aspects, including both advisory in the framework of the “Consultation Procedure” for Ispra site, to grant permission for all works done on-site and in framework of Green Public Procurement.
- Assist in coordinating the implementation of the Greening the Commission communication for the JRC Ispra site.

WE LOOK FOR

We are looking for motivated candidates with at least 3 years of experience in the field of environmental engineering or environmental science (**essential**).

Any of the following would be **desirable**:

- experience in managing an environmental management system (EMAS or ISO 14001) would be an advantage
- experience in any of the following fields: energy management, sustainable transport, circular economy, water cycle management or the application of Italian environmental legislation, would be an advantage.

Good knowledge (level B2) of spoken and written English and Italian is required.

HOW TO APPLY

If you are **already on a valid CAST FG III reserve list**, or you **have already applied to the call below**, you can directly submit your application at <http://recruitment.jrc.ec.europa.eu/?type=AX>.



If not, before applying to this position, **you must register** for the following:

- the [Call for Expressions of Interest | EU Careers \(europa.eu\)](https://europa.eu) (CAST Permanent FG III), which is used by a wide range of organisations (institutions, bodies, offices and agencies of the European Union).

The JRC cultivates a workplace based on respect for other people and the environment, and embraces non-discriminatory practices and equality of opportunity. In case of equal merit, preference will be given to the gender in minority.