

# ELA: diverse talents, shared mission!

ELA is strongly committed to diversity and inclusion encouraging candidates from different backgrounds and ensuring staff members benefit from equal treatment and opportunities, irrespective of any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

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If you are motivated to ensure that the EU rules on labour mobility are enforced in a fair, simple and effective way, making a positive impact in citizens across Europe, ELA is the place for you.

ELA offers you an exciting career in a dynamic and stimulating international environment, not only in the labour mobility area, but also in other areas as administration, communications, data analysis, finance and procurement, human resources, ICT, legal and other fields.

Work opportunities at the ELA are open to nationals of the 27 European Union Member States. We seek high qualified candidates who want to grow together with the Agency.

## Temporary Agents

Temporary agents are recruited through open selection procedures. They can be classified as Administrators (AD), Assistants (AST) and Secretaries and Clerks (AST/SC).

- Administrators' function group (AD) comprises twelve grades from AD 5 to AD 16 corresponding to managerial, conceptual and analytical as well as to linguistic and scientific duties;
- Assistants' function group (AST) comprises eleven grades from AST 1 to AST 11 corresponding to executive and technical duties;
- Secretaries and clerks' function group (AST/SC) comprises six grades from AST/SC1 to AST/SC6, corresponding to clerical and secretarial duties.

They are offered a contract of five years, subject to a probation period of nine months. The contract may be renewed for a further period of five years. After the second period, the contract may be renewed for an indefinite period.

Legal basis: [Conditions of employment for Temporary Agent \(TA\), Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Communities \(CEOS\)](#).

## Contract Agents

Contract agents are recruited through open selection procedures or from the EPSO (European Personnel Selection Officer) CAST Permanent database. If you would be interested in a position, please register in the CAST permanent for the profile of your choice. Please refer to the EPSO webpage for more information.

Contract agent contracts are classified into four function groups, according to the duties and responsibilities involved:

- Function group I corresponds to administrative support service tasks.
- Function group II corresponds to secretarial tasks and office management tasks.
- Function group III corresponds to executive, drafting and accountancy and tasks.
- Function group IV corresponds to administrative, advisory, and linguistic tasks.

They are offered a contract of five years, subject to a probation period of nine months. The contract may be renewed for a further period of five years. After the second period, the contract may be renewed for an indefinite period. In the interest of the service, a different duration of contract can be offered.

Legal basis: [Conditions of employment for Contract Agent \(CA\), Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Communities \(CEOS\)](#).

## Seconded National Experts (SNEs)

Seconded National Experts (SNEs) are staff employed by a national, regional or local public administration or an Intergovernmental Organisation (IGO), or an independent university or research organisation that does not seek to make profit for redistribution or is in fact part of the public sector, who are seconded to ELA so that the Agency can benefit from their high level of professional knowledge and experience.

The initial period of secondment may not be less than two years. It may be renewed up to a total period not exceeding six years.

SNEs are recruited through an open selection.

The SNEs' employer shall thus undertake to continue to pay their salary, to maintain their administrative status (permanent official or contract staff member) throughout the period of secondment and to inform the Authority of any change in the SNE's situation in this regard. The SNEs' employer shall also continue to be responsible for all their social rights, particularly their social security insurability and pension rights.

Throughout the period of secondment at ELA, SNEs shall be entitled to daily allowance and monthly allowance, based on the distance between the place of origin/of recruitment and the place of secondment (Bratislava) equal to the amount established by the European Commission each year. As from 1 July 2023, the allowances are as follows:

Daily subsistence allowance
160,03 euros per day

### Monthly allowance for SNEs

Distanec between place of origin and place of secondment (km)	Amount in €
0-150	0 €
>150	102,86 €
>300	182,86 €
>500	297,18 €
>800	480,06 €
>1300	754,39 €
>2000	903,00 €

In addition to the allowances, SNEs may be entitled to reimbursement of the education fees, depending on their particular situation, to selected educational institutions.

Legal Basis: [Decision on Seconded National Experts](#)

### National Liaison Officer (NLOs)

Each Member State designates one National Liaison Officer (NLO) to work as a seconded national expert at ELA.

Together with other staff, National Liaison Officers working within the Authority should support Member States' compliance with cooperation obligations, speed up exchanges between them through procedures dedicated to reducing delays, and ensure links with other national liaison offices, bodies, and contact points established under Union law.

Legal Basis: [ELA Regulation; Call for expression of interest - National Liaison Officers \(ELA/NLO/2023/\)](#)

### Trainees

The ELA traineeship programme is an opportunity for enthusiastic university graduates to acquire practical experience and knowledge of the day-to-day work of our Units. It lasts 6 months (with possibility of extension up to 1 year) and is based in our office in Bratislava.

Trainees are awarded a monthly allowance of 25% of the basic remuneration of a temporary agent at grade AD 5/1. Currently, trainees receive an allowance of 1376,89 EUR/month.

The call is published in April, with the aim for the traineeship to start in October every year.

Legal basis: [ELA Traineeship rules](#)

### Interim staff

Interim staff ELA may occasionally require additional temporary (interim) workers who will be hired through our service provider Infeuropa & Manpower SK. Those hired by the service provider will work at ELA's premises but will not be employed by ELA.

If you would be interested in this type of opportunity, we suggest you to contact [ela@manpower.sk](mailto:ela@manpower.sk).