#### **VACANCY NOTICE IUE/4/2006**

# coupled with a notice for an OPEN COMPETITION ON THE BASIS OF QUALIFICATIONS AND INTERVIEW

Nature of post: 1 contract post - FG II- Clerk

(The post will be financed by the Max Weber Postdoctoral Programme of the Institute)

Unit to which post is attached: Computing Service

Duration of contract: three years, with possibility of renewal.

A member of the contract staff is entitled to participate in internal competitions for temporary or permanent staff members after two years of service.

**Description of duties**: contract staff member in charge of carrying out IT maintenance and user support, both for hardware and software, in client/server architecture on Windows XP and related peripherals under the supervision of permanent or temporary staff.

#### Qualifications required:

- Being a national of a Member State of the European Union, or a national of third countries having acquired the status of long term resident on the basis of the EU Directive 2003/109/EC;
- Good knowledge of Information Technology, attested by a diploma of postsecondary education;
- Work experience in a university or research environment will constitute an advantage;
- Ability to work as part of a multinational team;
- Good knowledge of English and of a second official EU language.
- Knowledge of a third language and knowledge of a language of one of the new EU Member States could be an asset.

### **Selection process:**

Candidates short-listed by the Selection Board will be invited for an interview, enabling assessment of the candidate's ability to

- carry out the tasks of the post
- work in an international academic institution
- exercise language skills.

## The net monthly salary:

The net monthly salary after taxes is approx. euro 1,850. In addition, when conditions as laid down by the Statutes are applicable, there are family allowances - household allowance, dependent child allowance, education allowance - and expatriation allowance (approx. 16% of salary).

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The European University Institute is an equal opportunity employer.

Applications (for which there is no form to fill in) should refer to open competition IUE/4/2006. They should be sent, accompanied by relevant documents and including the names of two referees from whom references might be sought, to:

Mrs Sarah Ludemann Personnel Service European University Institute Via dei Roccettini 9 I-50016 San Domenico di Fiesole (FI) – Italy

Fax: +39 0554685293 e-mail: applyadm@iue.it

DEADLINE FOR RECEIPT OF APPLICATIONS: 24 March 2006

Yves MENY