

Our internal ref. GSC/HRU/JOPO/1311/2022

Warsaw, 29.09.2022.

To the all NFPoCs

Call for SNE at Frontex - Seconded National Expert in Centre of Excellence for Combatting Document Fraud within Operational Response Division

Dear Sir/Madame,

I would like to ask you for assistance in selecting a qualified National Experts (SNEs) that could be seconded to Frontex by considering your personnel to be proposed for an SNE post of the following profiles:

<u>Post Title</u>	<p style="text-align: center;">2 profiles:</p> <ul style="list-style-type: none"> ➤ Business Support Officer ➤ Advanced Level Document Officer
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- Number of the procedure: **SNE/2022/28**
- Deadline for applications: **15 November 2022**
- Proposed date of starting the secondment: **as soon as possible**
- Place of secondment: **Warsaw, Poland**
- Length of secondment: **three years** and it may be renewed if it is justified in the interest of Frontex
- Level of security clearance: at least at the **EU CONFIDENTIAL (CONFIDENTIEL UE)** level; copy should be presented to Frontex prior to the start of secondment.

The secondment is governed by the Management Board Decision 12/2017 of 30 March 2017 on secondment of national experts to Frontex and decision of the Executive Director of Frontex of 30 November 2016 establishing the different levels of security clearance for posts in Frontex.

The applications should be submitted via the Permanent Representation Offices using the Specific Application Form annexed to this letter.

Please kindly inform the applicant's employer about the obligations towards the person throughout the period of secondment in accordance with article 1(1) of the SNE rules. Please note that only applicants shortlisted for the interview/competency test will be notified about the outcomes (via the respective NFPOC).

The status of the recruitment procedure can be found on Frontex website under this link: [Vacancies \(europa.eu\)](https://europa.eu).

Yours faithfully,



Aija Kalnaja
Executive Director ad interim

Annex 1: SNE job profile
Annex 2: Specific Application Form
Annex 3: Decision of the Management Board of 30 March 2017 laying down the rules on the secondment of the National Experts to Frontex
Annex 4: Decision of the Executive Director on the levels for security clearance for Frontex posts
Annex 5: form 1A - Employer authorization for Seconded National Expert candidate