

VACANCY NOTICE TO CONSTITUTE A RESERVE LIST

Job title	Enforcement Officer (Police Expert)
Function group/grade	AD 6
Type of contract	Temporary Agent
Reference	EXT/22/111/AD6/Enforcement Officer (Police Expert)
Deadline for applications	08/12/2022 23:59 Alicante time (CET)
Place of employment	Alicante, SPAIN
Reserve list (RL) valid until	31/12/2024
Number of candidates on RL	5

The European Union Intellectual Property Office (EUIPO) is organising a selection procedure in order to constitute a reserve list from which to fill vacant posts of **Enforcement Officer (Police Expert)** in the Observatory Department (OBD). The ensuing reserve list may also be used for recruitment to similar posts in other departments depending on the EUIPO's needs.

1. BACKGROUND

1.1 THE EUIPO

25 years of work on IP have consolidated the European Union Intellectual Property Office (EUIPO) as the independent, self-financed, non-profit European Union (EU) agency responsible for the registration of trade marks and designs in the EU and one of the most technologically advanced and innovative organisations in the world of Intellectual Property (IP). Indeed, new technologies such as Artificial Intelligence or blockchain are now fully embedded in EUIPO's practice in the administration of its unique and unbeatable business proposition: registering and protecting trade marks and designs for the whole of Europe in a cost effective, reliable and timely manner.

The EUIPO has fully embraced the new IP trends in terms of globalisation and emerging importance of enforcement. Since 2013, the Office is responsible for IP research, communication, knowledge sharing and cooperation with enforcement authorities, covering all IPRs, via the European Observatory on Infringements of IP Rights (the Observatory).

The EUIPO does not only operate in Europe, it has now enlarged its footprint to the five continents and is, for example, implementing EU projects on IP in China, South East Asia, Latin America, the Caribbean and Africa.

The **EUIPO** enjoys a privileged sea front location in Alicante in a newly inaugurated campus where staff benefit from EUIPO's facilities (such as retail services, sport facilities, etc.). In addition, Alicante has an European School. Since 2008, the Office is committed to reducing its environmental impact through extensive initiatives. Its geographical location in Alicante is well

connected, with high speed train connections to many locations and hosting the 4th largest airport in the country.

EUIPO offers a unique mix of professional opportunities and quality of life.

The working languages of the Office are English, French, German, Italian and Spanish.

For further information please consult the following website:

<https://euipo.europa.eu/ohimportal/en/home>

1.2 THE OBSERVATORY DEPARTMENT (OBD)

The European Union Intellectual Property Office (EUIPO) is in charge of all the activities related to the European Observatory on Infringements of Intellectual Property Rights (the Observatory) as entrusted by Regulation No 386/2012.

The Observatory includes, under the responsibility of the Director of the Observatory, the Observatory Operations and Projects Area headed by a Deputy Director as well as the Chief Economist, who is in charge of all activities related to economic studies and statistical analyses to be performed for purposes of the Office.

The Operations and Projects Area comprises three services, the Enforcement Service, Outreach and Knowledge of IP Service and the IP in the Digital World Service, each headed by a Head of Service.

The Enforcement Service is in charge of the:

- Collaboration with EU enforcement bodies at EU and national level (Europol, Eurojust, OLAF and national enforcement authorities, etc.);
- Organisation of exchange of best practices and training for EU enforcers in the area of IP crime;
- Delivery of analysis, studies and reports of the Observatory related to IP enforcement;
- Implementation of the IP enforcement tool projects and support of their use, in particular the IP Enforcement Portal;
- Identification and implementation of the projects in the area of IP enforcement including analyses and developments related to the exchange of data;
- Creation of on-line training content and management of the related Virtual Training Centre tool (VTC) under the platform by the EU Agency for Law Enforcement Training (CEPOL).

2. DUTIES

Under the supervision of the Head of the Enforcement Service, the successful candidate will be expected to carry out one or more of the following tasks:

- Contribute to the activities described above in section 1.2 in aspects related to the police domain;
- Propose and implement activities and projects meant to:

- (a) improve the understanding of national and EU authorities (and in particular police's) of the scope and impact of intellectual property rights infringements; and
- (b) support enforcement of intellectual property rights, with a special focus on police work;
- Contribute to the design and delivery of seminars and training sessions to enhance the expertise of key stakeholders and in particular police officers and criminal investigators involved in IP enforcement;
- Collaborate in building relations with national police authorities, other enforcement authorities, and administrations working in IP and other relevant EU bodies (e.g., Europol, OLAF, etc.);
- Contribute to the creation and review of webinars and on-line content for the on-line training tool, called Virtual Training Centre (VTC), in particular related to criminal investigations;
- Draft reports and documents related to IP enforcement in accordance with EUIPO's rules, procedures and quality standards;
- Promote the use and implementation of Observatory tools by enforcers (in particular police). Concretely, promote the [IP Enforcement Portal](#), and collaborate with the Technical Group on IP Enforcement and Data Exchange, amongst other tools;

Duties applicable to all staff:

- Actively work towards the achievement of the goals of the EUIPO in accordance with the Strategic Plan;
- Perform any other work-related duties and responsibilities that may be assigned by the line manager.

3. ELIGIBILITY CRITERIA

To be admissible for this selection, candidates **must** fulfill **all** the following conditions by the deadline for submission of applications:

3.1 General conditions¹

- **Be a national of one of the Member States of the European Union;**
- Enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by the laws concerning military service;
- Meet the character requirements as to suitability for the performance of the duties involved;
- Be physically fit to perform the duties.

3.2 Education

- Have a level of education which corresponds to **completed university studies of at least three years** attested by a diploma.

3.3 Professional experience

- Have a minimum of **3 years full-time relevant professional experience² as police officer** at national/regional level in one of the EU Member States.

¹ See Article 12 of the Conditions of Employment of Other Servants of the European Union

3.4 Language skills

- Have a **thorough knowledge** of **English** (minimum level **C1**) – **Language 1**;
- Have a **good knowledge** of **one of the official languages of the EU** (minimum level **B2**) – **Language 2**³;

The levels indicated apply to each linguistic ability (speaking, writing, reading and listening) and correspond to the [Common European Framework of Reference for Languages](#).

3.5 Computer skills

Advanced computer literacy is compulsory. Candidates must have professional experience with Microsoft Office applications such as MS Word and PowerPoint, and Internet search engines.

4. SELECTION CRITERIA

Notwithstanding the required experience established under point 3 of the present vacancy notice (eligibility criteria), and in particular under point 3.3, the Office will use the following criteria in order to select the best qualified candidates for the interview and test phase:

1. Professional experience in multicultural environments, gained at EU and/or international level;
2. Exposure to EUIPO networks and initiatives, in particular, with regards to IP enforcement;
3. Knowledge of legal instruments used by the police forces at national, EU, and/or international level;
4. Experience in criminal procedures related to intellectual property infringements and of IT tools and/or databases used at national, EU, and/or international level;
5. Working experience drafting reports related to criminal investigation, procedures and/or practices.

In addition to the above criteria, candidates invited to the interview and test phase will also be assessed against the following requirements:

Competencies

- **Communication:** communicate clearly and precisely both orally and in writing;
- **Analysis and Problem-solving:** ability to identify the critical facts in complex issues and develop creative and practical solutions;
- **Working with Others:** work cooperatively with others in teams and across organisational boundaries and respect differences between people; create a sense of team spirit by encouraging shared goals and exchange of knowledge and experience;
- **Learning and Development:** develop and improve personal skills and knowledge of the organisation and its environment; commit to train others, share knowledge, and systematically improve working methods;
- **Prioritisation and Organisation:** ability to prioritise the most important tasks, work flexibly and organise own and others' workload efficiently;

² Professional experience is counted from the date of obtaining the diploma required under point 3.2.

³This language needs to be different from Language 1.

- **Quality and Results:** take personal responsibility and initiative for delivering work to a high standard quality within set procedures; show clear customer orientation (internal and external); build systematic and methodical processes into projects and work of self and own team;
- **Resilience:** remain effective under work pressure, be flexible and adapt to a changing work environment; encourage others to do the same and adjust own and team's approach to embrace changing circumstances.
- **Leadership:** potentially lead and manage people and teams to achieve results; delegate work in own team appropriately and provide clear directions; inspire enthusiasm and a positive attitude in people about their work and their contribution to EUIPO's success.

5. INTERVIEWS AND TESTS

Pre-selection

Admissible candidates whose applications rank among the best qualified in accordance with the selection criteria detailed under point 4, may be contacted in order to verify their language skills (in particular, spoken production in English), as well as to prove their professional experience and/or other skills, knowledge and competencies. This pre-selection contact does not entitle candidates to be invited for interview and test: it is a step in selecting the most suitable candidates to be invited for the afore mentioned phase.

Interview

Interviews will take place virtually and, given the nature of the duties, will be carried out in English. Other relevant languages as declared in the candidate's application/CV may be assessed in accordance with the levels indicated in this vacancy notice.

The interview will test the candidate's motivation, suitability and knowledge of matters relating to the duties to be performed and the selection criteria established in the vacancy notice (technical knowledge and behavioral competencies).

Candidates called for the interview will be requested to produce appropriate professional references prior to attending the interview.

Test(s)

One or several tests will complete the assessment of one or several of the above aspects. Candidates called for the interview and test phase will receive detailed information in the invitation.

6. GENERAL INFORMATION AND EMPLOYMENT CONDITIONS

For general information on selection and recruitment procedures at the EUIPO, please refer to the following [link](#).

7. HOW TO APPLY

To apply please click on this [link](#).

All the documents included as links or made reference to within the context of this notice are considered to be part of the present vacancy notice.



Important:

Candidates should note that the information provided in their application/CV/profile constitutes a basis for appreciation of the eligibility and selection criteria. Therefore, they are invited to read carefully the requirements and to provide the relevant information in such detail that it allows this appreciation. Particular attention should be paid to information on their education and professional experience, in particular exact dates, description of responsibilities, duties performed and tools used.

** If there are discrepancies between the different linguistic versions, the English one should be taken as the correct version.*