



Are you looking for
an opportunity to conduct research that shapes key EU policies?
Then Cedefop is looking for your application!

EXPERT IN RESEARCH AND POLICY ANALYSIS

Type of contract and grade	Temporary Agent 2f - AD 5 ⁽¹⁾
Initial contract duration	5 years (renewable)
Place of employment	Thessaloniki, Greece
Reference	Cedefop/2026/02/AD
Deadline for applications	Thursday 21 May 2026 - 13:00 Greek time (CET+1)

1. Who are we?

Cedefop is the European Union's reference centre for vocational education and training (VET), skills and qualifications. Our mission as an EU agency is to provide research and policy analysis to support the development of European VET, skills and qualifications policies and contribute to their implementation. More than ever, skills and VET play a crucial role at the intersection of different policy areas to accompany economic, demographic and social changes, including the digital and green transitions, and to address issues like labour market integration and employability of EU citizens. This is where we are committed and dedicated to providing pan-European expertise, services and tools that make a difference.

To learn more about Cedefop's work, please visit [Cedefop's website](#).

2. Is this job for you?

If you are a highly motivated professional, excited to carry out applied research for policy purposes, help shape policies and collaborate with high-level EU stakeholders then this job may be the right match for you. In this job, you have the possibility to grow as a professional by acquiring new knowledge and expertise, as well as networking with top-notch experts and authoring your own publications.

⁽¹⁾ [Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union](#)

Interagency mobility: successful candidates currently holding a Temporary agent 2(f) contract may qualify for mobility under the terms of the CEOS, and in accordance with the [Cedefop rules](#). The bandwidth for this position which can be accommodated is AD5-AD7.

Cedefop is looking for experts to join our team and help produce state-of-the-art evidence to support national and EU policy-making in VET and skills development. Your core responsibilities will include generating cutting-edge evidence for VET and skills development policy, facilitating knowledge-sharing and peer-learning initiatives, and improving the quality, relevance, use and dissemination of Cedefop's work.

The successful candidate should demonstrate excellent analytical and research skills, combined with a strong understanding of European VET and skills development policies. Candidates with experience in both quantitative research and qualitative policy analysis are encouraged to apply.

With this vacancy notice, Cedefop first aims to fill at least two posts in the Department for VET and Skills (DVS). Other successful candidates will be placed on a list of suitable candidates and may be offered a position as the need arises in the Agency.

To learn more about Cedefop organisation, please see [Cedefop's organisational chart](#) and to learn more about the relevant projects of DVS, please see the dedicated [webpage](#).

3. Key responsibilities of the position

Research and policy analysis

- Carry out state-of-the-art analysis of trends in VET and skills and translate it into insights and advice to inform EU policies.
- Engage in capacity building and peer review initiatives and contribute to project design and implementation.
- Design and apply analytical frameworks and use quantitative or qualitative research methods.
- Design and implement interviews, qualitative surveys, focus groups, and case studies.

Outreach

- Contribute to drafting Cedefop's research and policy publications.
- Produce high quality analytical outputs (research reports, policy briefs, online tools and databases, and other knowledge products).
- Present Cedefop work in workshops, conferences, fora, peer learning activities, and expert communities, and network with key EU stakeholders.

Project and contract management:

- Plan and coordinate research activities, manage timelines and deliverables, and contribute to the successful implementation of complex projects involving multiple stakeholders.
- Manage and/or participate in the full cycle of contract management, involving external contractors and research partners, from drafting the tender specifications to implementation.

4. Cedefop as an employer of choice

We offer a vibrant multicultural work environment with project- and team-based approach.

Our actions are inspired by our core values:

- **proactive and responsive:** we deliver relevant, high-quality and timely evidence, expertise and tools, addressing our stakeholders' and users' needs, building inclusive partnerships, cooperating with other key players to tap synergies and avoid duplication and proactively supporting EU policy objectives.
- **well-run and ambitious:** we are an efficient and compliant Agency that is committed to transparency, scientifically sound research and analysis and the highest standards of ethics and integrity. We empower and engage our staff and continuously improve our processes.
- **open-minded and adaptable:** we develop new ideas, embrace change and innovation, and view European Union values founded on human dignity, freedom, democracy, equality, the rule of law and respect for human rights as fundamental in all our activities.

We are committed to equality and diversity, providing equal opportunities to all employees and applicants. To attract diverse talent pool, we welcome applications from all qualified candidates, without any distinction on any grounds and from the broadest possible geographical basis amongst the EU Member States and EEA countries.

We place high importance on the professional development of our staff and offer diverse learning opportunities in-house and externally.

We value the well-being and work-life balance of our staff and offer flexible working arrangements, hybrid working and part-time working possibilities.

To learn more about Cedefop's working conditions, refer to the dedicated [guide](#). The salary grid is available [here](#).

5. Eligibility

Based on the requirements of the regulatory framework, for your application to be considered eligible, you must fulfil all the following requirements on the closing date for submission of applications:

Nationality: Be a national of one of the Member States of the European Union or a national of the European Economic Area (Iceland, Liechtenstein, Norway) ⁽²⁾.

Citizen rights: Enjoy full rights as a citizen.

Military service: Have fulfilled any legal obligations concerning military service.

Physical fitness: Be physically fit to perform the duties relating to the post ⁽³⁾.

Education and professional experience: Have a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

⁽²⁾ [Agreement on the European Economic Area](#).

⁽³⁾ Before appointment, the successful candidate must undergo a medical examination.

Only diplomas that have been awarded in EU Member States or EEA countries or that are the subject of equivalence certificates issued by the authorities in the said countries shall be taken into consideration.

Language skills: Have a thorough knowledge ⁽⁴⁾ of one EU language ⁽⁵⁾ and a satisfactory knowledge ⁽⁶⁾ of another EU language as required for the performance of the duties.

6. Preselection phase

6.1 Exclusion (yes/no) preselection criteria

For your application to be considered further, you must meet the following criteria:

- a university degree EQF 6 or above ⁽⁷⁾ in economics, sociology, statistics, public policy or political science.
- English (Cedefop's working language): level C1 in all dimensions as per the CEFR.

Only if your application meets these two *Exclusion* preselection criteria it will be assessed against the scored preselection criteria listed below.

6.2 Scored preselection criteria

The scored preselection criteria consist of essential and advantageous criteria against which your application will be assessed.

6.2.1 Essential preselection criteria

If you do not meet the minimum requirements in the essential criterion below, your application will not be considered further.

- at least 3 years work experience ⁽⁸⁾ in the past 10 years, conducting qualitative or quantitative policy-oriented research relevant to the duties described in Section 3 - *Key responsibilities of the position*.

6.2.2 Advantageous preselection criteria

If you do not meet one or more of these criteria, listed in order of priority, it will not result in exclusion. However, meeting them will positively impact the overall scoring of your application, increasing your chances of being invited to the next stage of the selection process.

- authored publication(s) assessed based on their relevance to Cedefop's work in VET and skills development ⁽⁹⁾;

⁽⁴⁾ Level C1 in all dimensions as per the CEFR ([Common European Framework of Reference for Languages](#)).

⁽⁵⁾ By way of derogation from Articles 12(2)(e), 82(3)(e) and 85(3) of the CEOS of the European Union, the languages referred to in Article 129(1) of the [Agreement](#) shall be considered by Cedefop, in respect of its staff, as languages of the Union referred to in Article 55(1) of the Treaty on European Union.

⁽⁶⁾ Level B2 in all dimensions as per the CEFR.

⁽⁷⁾ It can be Bachelor, Master, or PhD.

⁽⁸⁾ PhD studies are considered as professional experience for up to three years, even when unpaid, provided that the PhD has been successfully completed.

⁽⁹⁾ During the application process you will be able to upload **up to 3 relevant publications**. In case of co-authored publication, please declare your specific contribution as one of the authors.

- experience working as staff member ⁽¹⁰⁾ in an EU Institution or a public international organisation;
- Advanced university degree (EQF Level 8).

7. Assessment process

The selection process will be organised in several stages.

7.1. Assessment applications by the selection board

The assessment of applications will be carried out by a selection board appointed by the Executive Director, based on the information provided in your online application (Section 9. 'How to apply?').

It is important that you **explain explicitly how you meet each preselection criterion** in the respective box of the online application form as the assessment is carried out solely based on the information you provide there.

The applications that meet the eligibility requirements (Section 5) will be assessed against the criteria described in Section 6, using as a reference the description of the role in Sections 2 & 3 of this vacancy notice.

Around 20 eligible candidates, who obtain the highest scores in this phase and at least 50% of the maximum score for the scored preselection criteria, will be invited for a written test.

7.2 Written test and interview

This stage of the selection procedure will allow you to prove your suitability for the post. You will have the opportunity to demonstrate the following technical and soft skills relevant for the job:

- Applied knowledge of methods and techniques, quantitative or qualitative, used in conducting policy-oriented research in VET and skills development.
- Ability to translate research findings into policy insights and evidence-based recommendations.
- Ability to develop research proposals relevant to Cedefop's work in VET and skills development.
- Ability to plan, organise and effectively monitor and manage complex projects to deliver results.
- Ability to collaborate constructively in a multicultural and multidisciplinary team.
- Resilience, adaptability, and strong sense of commitment.
- Ability to communicate clearly in English (orally and in writing) and to adapt the communication style to match the specifics of the audience.

The written test will be organised remotely (proctoring method) and assessed by the selection board anonymously (i.e. the candidate is assigned a code, and the selection board is not aware of the candidates' identity when correcting the written test).

⁽¹⁰⁾ SNE, trainees, interims, external contractors are not considered as staff members.

Only candidates who obtain at least 60% of the maximum score for the written test will be invited to take part in an interview with the selection board. The interviews will take place remotely.

In the final score the written test will have a weight of 35% and the interview 65%.

8. Reserve list of suitable candidates and appointment

Following the tests and interviews, the selection board will propose candidates to be included in a reserve list of candidates suitable for this post.

To be proposed to be placed on this list, you must obtain a minimum of 60% overall score and minimum 60% of the scores for the written test and the interview, respectively.

A second interview may also be organised with candidates placed on this list prior to taking the final decision. The second interview will assess further the suitability of the candidate for the post in view of the main functions and duties it entails.

The job offer to the most suitable candidate(s) will be made only after the necessary supporting documents have been provided by the candidate and Cedefop's HR service has confirmed their completeness.

The successful candidate will be required to sign a declaration of commitment to act independently in the public interest and to sign a declaration in relation to interests that might be considered prejudicial to his/her independence. Applicants must confirm their willingness to do so in their application.

The appointed candidate will undergo a probation period of 9 months.

Candidates on the list may be considered for other recruitment(s) at Cedefop as the need arises in the Agency. However, inclusion in the list does not guarantee recruitment.

In line with art. 2(2) of [Cedefop/DGE/40/2019](#) governing conditions of employment of contract staff under the terms of Article 3a of the CEOS, the Appointing Authority may also, following due consideration of the needs of the service, offer to suitable candidate(s) a Contract Agent post in Function Group IV. The duration of such contract may vary according to the need of the Agency.

This list will be valid until 31 December 2027. The Executive Director may extend the validity of the list. The status of the lists of suitable candidates can be consulted on Cedefop's webpage dedicated to [job opportunities](#).

9. How to apply?

Please submit your application in English by **Thursday 21 May 2026 at 13:00 Greek time (CET+1)**, through the online system.

To register and apply, please go to the [Vacancies section on Cedefop's website](#), click on the name of this vacancy notice and follow the instructions.

Supporting documents (diploma(s), work experience certificate(s), etc.) may be requested in the context of the selection phase.

Candidates are strictly forbidden to make any contact relating to this selection procedure with the selection board and the Executive Director, or members of Cedefop's management, either

directly or indirectly. Any infringement of this rule will lead to disqualification from the selection process.

For useful information for applicants, refer to the dedicated [guide for applicants](#).

If you have a query, please refer first to the [Frequently Asked Questions](#). If you cannot find the response that you need there, please send an email to hr-recruitment@cedefop.europa.eu.

Please note: Artificial Intelligence tools may not be used in the completion of any part of this procedure. If such use activity is detected, the candidate will be disqualified from the selection procedure.

10. Additional information

Protection of personal data

Cedefop ensures that applicants' personal data are processed in line with [Regulation \(EU\) 2018/1725](#) of the European Parliament and of the Council of 23 October 2018.

More information is available on Cedefop website: [privacy statement](#).