

# Researcher/analyst

## Downloads



### Application form

EN (DOC, 197.5 KB)

The European Institute for Gender Equality (EIGE)[1] is organising a call for applications with a view to establishing a reserve list for the post of Researcher/Analyst.

**The registration of applications will begin on 25 January 2021 and will close on 22 February 2021 at 13:30 Eastern European Time.**

---

## The Institute

Based in Vilnius, Lithuania, EIGE is a decentralised agency of the European Union (EU) entrusted with specific objectives envisaged to contribute and strengthen the promotion of gender equality.

To achieve its goals, the Institute collects and analyses comparable and reliable information at EU level and develops appropriate methodological tools for the integration of gender equality into all EU policies. It fosters the exchange of good practices and dialogue between stakeholders and raises EU citizen awareness of this policy area by providing technical assistance to EU institutions, in particular the European Commission, as well as the authorities of the Member States.

In the course of its work to promote and strengthen gender equality, EIGE supports policy-makers with high quality research and comparable data relevant to their work.

---

## The post

## Profile

Reporting to the Head of Operations and working in close collaboration with other colleagues, the jobholder will enhance the research and analytical capacity of the Unit.

The post requires a very good understanding of gender or social statistics, knowledge and experience in data analysis, interpretation and research management as well as the ability to apply advanced methods of statistical analysis.

## Duties

The responsibilities of the post include the following tasks and activities:

- analyse data, conduct interpretative analysis and produce high quality, policy relevant and reliable gender statistics for (i) the Gender Equality Index, (ii) in connection with monitoring the Beijing Platform for Action and (iii) EIGE's gender statistics database;
- explore available survey and administrative data sources, cooperate with external data producers to improve the data availability and reduce data gaps in comparative EU-wide gender research;
- perform advanced quantitative analysis, such as impact assessment, regression analysis or economic modelling, in the area of gender equality;
- design, implement and monitor research projects, including all aspects related to the management of contracted research, ensuring the highest standards as well as quality of the content;
- design and monitor the implementation of the EU wide surveys and analyse survey data;
- assess and ensure the quality of relevant data, indicators and statistics, and propose new indicators for monitoring progress in gender equality;
- contribute substantially to the development of new methodologies for the improvement of the consistency and reliability of sex disaggregated data, gender indicators and gender statistics in the EU;
- contribute to drafting and editing high quality policy relevant reports, studies, opinions, recommendations and presentations on the progress of gender equality in the EU;
- engage systematically with the Institute's key stakeholders to identify their needs and provide, if requested, evidence based expertise;
- represent EIGE in meetings and events with its stakeholders;
- any other relevant tasks assigned by EIGE's management.

# Qualifications & experience required

## Formal requirements

To be considered eligible for selection, an applicant must, by the closing date of this call:

- have a university degree[2] which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or have a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years;
- have a good command, both spoken and written, of at least two official EU languages;
- be a national of a Member State of the EU;
- enjoy full rights as an EU citizen;
- have fulfilled any obligations imposed by the national laws concerning military service, and
- be physically fit to perform duties. [3]

## Selection criteria

### Essential:

- At least six years of professional experience[4] gained after the award of the relevant qualification and at a suitable level corresponding to performance of tasks as defined in section 2.
- Proven record of work with official statistical data, gender and/or social statistics and indicators at a national, EU or international level, e.g. survey and administrative data from such sources as Eurostat, EUROFOUND, OECD, the European Fundamental Rights Agency (FRA) or national statistical offices.
- Experience with analysis of microdata using quantitative data analysis software, e.g. Excel, SPSS, R and/or Stata.
- Experience in statistical modelling, e.g. regression analysis, impact assessment, economic modelling and application of other methods of advanced statistical analysis.
- Experience in design and implementation of surveys and survey data analysis.
- Practical experience in research project management.

- Evidence of ability to present statistical analysis in a reader friendly manner for policy development purposes, substantiated by a list in the applicant's application form of publications and/or reports/policy papers that she/he has written.
- Very good command of English, which is the working language at the Institute.
- Very good presentation and communication skills.
- Evident organisational and administrative skills, including the ability to manage priorities, work under pressure and meet tight deadlines.

Advantageous:

- A Master's/PhD degree with substantial focus on applied statistical analysis, e.g. either in economics or mathematics or statistics or sociology.
  - Experience of coordinating and/or conducting international research projects.
  - Very good understanding of EU policies and key issues related to gender equality.
- 

## Selection procedure

The selection procedure includes the following steps:

- Only duly completed applications submitted electronically within the deadline will be taken into consideration.
- Each duly completed application will be examined with a view to establishing that the candidate meets all eligibility criteria.
- Eligible applications will be evaluated by the appointed Selection Committee based on selection criteria defined in this vacancy notice. Depending on the number of applications received, the Selection Committee may apply stricter requirements within the selection criteria noted above.
- The best-admissible candidates will be short-listed for interview.
- Interviews and written tests will be in English.
- During the interview, the Selection Committee will examine the candidates' profiles and assess their relevancy for the post in question. On the day of the interview, candidates may also be required to undergo a competency assessment exercise.
- On the day of interview candidates will be requested to present originals and copies of

documents detailing citizenship in particular a copy of identity card, passport or other official document specifying citizenship.

- If at any stage of the procedure, it is established that information in the application has been knowingly falsified, the candidate shall be disqualified from the selection process.
- Successful candidates will be included in a reserve list which will be valid for 12 months. The validity of this list may be extended. Each candidate will be informed by letter whether or not s/he has been placed on the reserve list. However, inclusion of candidates on the reserve list does not guarantee recruitment.
- EIGE's Director will appoint the selected jobholder from the reserve list, taking into account a gender balanced, geographically diverse organisation.

The internal proceedings of the Selection Committee are confidential and any contact with its members is strictly forbidden. Soliciting on behalf of a candidate can lead to immediate disqualification.

For applications to be valid, candidates must complete an EIGE application form available on the top of this page. It is to be forwarded electronically to [eige.hr@eige.europa.eu](mailto:eige.hr@eige.europa.eu). The subject title should include the vacancy reference number.

Applicants are requested not to attach any supporting documents at this stage. Only candidates invited to an interview will be asked to present copies of documents for verification. Applications will not be returned to candidates but will be kept on file by the Institute in line with its data protection obligations.

Please note that the time between the closing date for the submission of applications and the end of the process to short list candidates for the interview may be several weeks.

Due to the large volume of applications only candidates selected for the interviews will be contacted.

---

## Conditions of employment

The place of employment is Vilnius Lithuania. EIGE operates from a modern and fully computerised office space based in the city's Old Town.

The jobholder shall work in a multicultural environment where social dialogue is considered very important. EIGE applies a participatory approach to its work and encourages an open dialogue between management and staff. Colleagues work closely together as much of the work is organised around cross-unit project teams. EIGE is committed to the principle of zero tolerance towards harassment at work.

Working time is based around flexitime and core working hours, as defined in the EU Staff Regulations. In addition to training opportunities, EIGE offers various support and well-being measures for staff members and their families such as contributions to schooling costs.

For reasons related to the Institute's operational requirements, the chosen candidate will be expected to be available at short notice. An AD6 Temporary Agent contract under Article 2f pursuant to the conditions of employment of other servants of the European Union shall be offered, subject to nine months' probation. The duration of the contract will be three years and may be renewed.

Remuneration consists of the basic salary as well as various allowances<sup>[5]</sup> depending on personal situation of the jobholder. For information, the current gross basic salary before deductions and the correction coefficient<sup>[6]</sup> weighting of 76.1% for Lithuania, is approximately €5,563 (in the first step) or €5,797 (second step) depending on years of experience. Salaries are exempt from national taxation and subject to tax at source and. Deductions are also made for medical insurance, pension and unemployment insurance.

---

## **Independence & declarations of interest**

The jobholder will be required to enter into a commitment to act independently in the public interest and to make complete declarations of any direct or indirect interests that might be considered prejudicial to his/her independence. Candidates must confirm their willingness to do so in their application.

---

## **Equal opportunities**

The Institute applies a policy of equal opportunities in line with the formal requirements noted in section 3.1.

Applications are accepted without distinction on any grounds of age, birth, disability, ethnic or social origin, genetic features, membership of a national minority, political (or any other) opinion, property, religion, sex or sexual orientation.

---

## Appeal procedures

If a candidate considers that s/he has been adversely affected by a particular decision, s/he can lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Communities and Conditions of Employment of Other Servants of the European Communities, by writing to The Director, European Institute for Gender Equality, Gedimino Prospektas 16, Vilnius, Lithuania LT01103.

The complaint must be lodged within three months. The time limit for initiating this type of procedure (see Staff Regulations as modified by [Council Regulation No 723/2004 of 22nd March 2004](#) published in the Official Journal of the European Union L 124 of 27th April 2004) starts to run from the time the candidate is notified of the act adversely affecting her/him.

Pursuant to Article 195(1) of the Treaty establishing the European Community and in accordance with the conditions laid down in the Decision of the European Parliament of 9 March 1994 on the Staff Regulations and the general conditions governing the performance of the Ombudsman's duties, published in Official Journal of the European Union L 113 of 4 May 1994, it is also possible to write to: The European Ombudsman, 1 Avenue du Président Robert Schuman, CS 30403 67001 Strasbourg Cedex, France.

[Further details on appeals.](#)

---

## Protection of personal data

As the body responsible for organising the competition, the EIGE ensures that applicants' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. This applies in particular to the confidentiality and security of such data.

Personal data shall thus be processed solely for the purpose of the selection procedure.

---

## Lithuania & life in Vilnius

Lithuania is a member of the Schengen Area and it borders Latvia, Belarus, Poland and the Kaliningrad region of Russia. Its western coastline - noted for its fine beaches, dunes and majestic pines - straddles the Baltic Sea.

Vilnius has an estimated population of just over 550,000 people. In addition to ample green spaces, it is beautifully situated on the banks of the river Neris, offering excellent opportunities for outdoor activities. Vilnius has impressive Baroque, Gothic, Renaissance and Russian architecture as well as one of Europe's largest medieval old towns, a UNESCO World Heritage site since 1994. It has been a university city since the Middle Ages.

Today it is the centre of the country's politics, business, science, culture and entertainment and it attracts an increasingly varied assortment of local and international events. The city centre of Vilnius is compact, clean and safe. In addition to hosting a number of international schools, Vilnius has a well-developed infrastructure and ambitious future plans.

The city is easy to get around, has a good standard of living and an excellent working environment. EIGE's premises are situated in the Europe House on the main thoroughfare of Vilnius City, Gedimino Prospektas, with easy access to amenities, both leisure and educational.

Further information is available at [www.govilnius.lt](http://www.govilnius.lt) and <https://investlithuania.com/why-lithuania/lifestyle>.

[1] Established by the European Parliament: See Council Regulation (EC) No 1922/2006 of 20 December 2006 (OJ L 403/9 of 30.12.2006).

[2] Only qualifications issued by EU Member State authorities and qualifications recognised as equivalent by the relevant Member States authorities will be accepted.

[3] Prior to recruitment, the successful candidate will be medically examined for the purposes of Article 12(2) (d) of the Conditions of Employment of Other Servants of the European Communities.



[4] Professional experience will be counted from the date on which the applicant acquired the minimum qualification for access to the profile in question. Only duly documented professional activity (i.e. remunerated employment or self-employment) is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once (e.g. if the applicant had a full-time job and did freelance consultancy work in the evenings and weekends, the days spent on the latter will not be added to the period of the former). Freelance or self-employed applicants will be asked to provide either a practising certificate (or equivalent) or a copy of the entry in the relevant trade register, or any other official document (for example a tax document) showing clearly the length of relevant professional experience.

[5] For example: expatriation allowance, household allowance, education allowance, dependent child allowance, etc.

[6] The correction co-efficient is subject to a yearly update.

---

## Metadata

**PUBLISHED DATE:** 22 January 2021

**GRADE:** AD 6

**MAXIMUM N° ON RESERVE LIST:** 6