



European Committee
of the Regions

Human Resources and Finance

VACANCY NOTICE

IT Project Manager

Reference number: COR/AD5-AD12/5 BIS/25

Directorate	Directorate for Innovation and Information Technology
Unit	Digital Solutions
Vacancy	AD5-AD12
Type of post	ADMINISTRATOR Publication under Article 29(1)(a), (b) and (c) of the Staff Regulations
Date of publication	23/01/2025
Deadline	06/02/2025 at noon (Brussels time)

1. Your job and responsibilities

Are you excited by IT project management and product development? Do you enjoy collaborating with diverse stakeholders and turning complex requirements into prioritized, actionable goals? Are you ready to make a meaningful impact in the joint services of two European institutions—the European Committee of the Regions (CoR) and the European Economic and Social Committee (EESC)?

As an IT Project Manager in the Business Solutions Sector, you will lead projects and guide product vision, from ideation to successful delivery. Your portfolio will cover highly visible and politically significant processes across the EESC and CoR. This means you'll be a driving force behind transformative initiatives that shape key institutional activities.

Your key responsibilities will include:

- **Project Ownership:** Take charge of IT projects, ensuring they are delivered on time, within scope, and with maximum impact. You'll establish project roadmaps, manage risks, and steer cross-functional teams to meet strategic goals.
- **Vision and Prioritization:** Work with stakeholders to identify and prioritize business needs. Translate these into actionable requirements and ensure alignment with institutional objectives.

- **Stakeholder Collaboration:** Act as the key liaison between technical teams, end users, and institutional partners. Facilitate communication, resolve issues, and drive alignment across departments.
- **Innovation and Improvement:** Lead modernization efforts by introducing innovative solutions to enhance efficiency and scalability in institutional processes.

By joining us, you will play a pivotal role in streamlining IT operations and driving innovation that supports the diverse and evolving needs of both institutions. Your ability to think strategically, act pragmatically, and communicate effectively will be key to your success in this dynamic role.

2. Who are we? What are the challenges for us ahead?

Our Digital Solutions Unit operates within the Directorate for Innovation and Information Technology (DIIT), one of the Joint Services supporting both the EESC and the CoR. Rolling out our digital strategy, we are on an inspiring transformative journey that propels us toward a more advanced and digitally mature state.

Our Unit is structured into four dynamic sectors: Business Solutions, Shared Solutions, Architecture and Standards, and Business Relations and Analytics. Together, we are a vibrant team of 17 officials and approximately 40 consultants.

The post to be filled is in the Business Solutions sector. The Business Solutions sector specializes in managing business-facing IT projects and products across key domains such as human resources, finances, political workflows, and document-based processes. With a dedicated team of four project managers and around 20 consultants, we are committed to delivering tangible business value to our stakeholders.

In recent years, we have transformed our working methods to emphasize reuse, knowledge sharing, and continuous improvement. By anchoring our efforts around business-value-driven projects, we are aiming to build a cohesive product ecosystem: an integrated suite of tools designed to streamline operations, enhance business processes, and deliver an exceptional user experience.

Our mission is bolstered by strong collaboration across our sectors and units within the directorate. Together, we aim to deliver secure, fit-for-purpose, data-driven, and process-oriented applications that empower our users to work effectively and efficiently. Through our work, we advance the missions of both Committees, driving innovation and excellence in support of their shared objectives.

3. Are you the talent we are looking for?

3.1 GENERAL ABILITIES AND CAPACITIES REQUIRED

- Think with a critical spirit, analyse and solve problems pragmatically.
- Assess critically credibility and reliability of sources, data and information and use relevant digital tools to carry out the duties.
- Organise own work, demonstrate responsibility, identify priorities, take appropriate decisions and deliver results.
- Adapt to an evolving working environment, demonstrate commitment and adopt constructive attitude at all times. Remain effective and flexible even during period of heavy activity.
- Take initiative to achieve individual and shared objectives, demonstrate ownership and work autonomously.
- Learn and professionally develop to continuously enhance job performance and knowledge of the organisation and working environment.
- Work together with others in a constructive way by contributing to a diverse and inclusive working environment. Demonstrate respect and courtesy at all times.
- Convey information and relevant opinions clearly and concisely both orally and in writing, facilitate interaction and engage effectively with others. Treat confidential or sensitive information accordingly.

3.2 JOB-SPECIFIC REQUIREMENTS

- You have a higher education diploma in fields such as computer science, or a related field. If the higher education was done in a different field, substantial relevant experience can also be accepted as equivalent.
- You have proven expertise in IT Project Management and Product Management, with a track record of delivering successful outcomes.
- You are proficient in Agile, Scrum, and related methodologies, leveraging them to drive project success and team productivity.
- You possess a strong technological background, enabling you to assess and prioritize business needs while considering technical constraints and opportunities.
- You have extensive experience in guiding development teams, providing both business-related support and technical instructions. You are well-versed in DevOps practices, including Continuous Integration/Continuous Delivery (CI/CD), Automated Testing, Code Reviews, and Test-Driven Development (TDD).
- You have thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another of the EU official languages. For functional reasons, a high level of French is required and a good level of English is desirable.

3.3 ASSETS

- You have previous experience in delivering business applications that support and enhance core organizational processes.
- You have deep insights into the political mission of the Committees and a strong understanding of their underlying political and administrative processes.

4. What we offer

- A European institution on a human scale at the heart of the European quarter and easily accessible.

- Flexible working hours and teleworking opportunities subject to the needs of the service.
- An active talent management policy focusing on continuous development and training and a policy to encourage internal mobility.
- A friendly and dynamic working environment in which self-motivation, initiative and team spirit are valued.
- An institution that promotes equal opportunities, diversity and non-discrimination to help nurture a respectful and inclusive working environment and that is actively engaged in the consultation process prior to the adoption of EU legislation. Our dedication to inclusivity is also reflected in our efforts to enhance the accessibility of our vacancy notices, including the layout of the current vacancy and its annex (left alignment, increased spacing and font size etc.). By improving their readability, we strive to make these documents accessible to all, including individuals with disabilities.
- An EMAS-certified institution that is continuously looking to improve its environmental performance.

5. Are you interested in this challenge?

If you have the skills we are looking for and think you fit the profile above, please apply using the [online application form](#) before 06/02/2025 at noon.

Please remember to read carefully the appendix to this vacancy announcement to learn relevant details about this selection procedure.

The Secretary-General
Petr Blížkovský

The [European Committee of the Regions](#) (CoR) is the political assembly which allows the views of regional and local authorities to be heard when European Union policies are being devised and legislation drafted. It is an advisory body which was created in 1994. Its consultative role allows its 329 members, and through them the regional and local authorities they represent, to take part in the EU decision-making process.