



BUSINESSEUROPE IS THE LEADING ADVOCATE FOR GROWTH AND COMPETITIVENESS AT EUROPEAN LEVEL, STANDING UP FOR COMPANIES ACROSS THE CONTINENT AND CAMPAIGNING ON THE ISSUES THAT MOST INFLUENCE THEIR PERFORMANCE. A RECOGNISED SOCIAL PARTNER, WE SPEAK FOR ALL-SIZED ENTERPRISES IN 34 EUROPEAN COUNTRIES WHOSE NATIONAL BUSINESS FEDERATIONS ARE OUR DIRECT MEMBERS.

**BUSINESSEUROPE SEEKS TO FILL THE FOLLOWING POSITION:**

## **JUNIOR ADVISER**

### **FOR ITS INTERNAL MARKET DEPARTMENT**

#### **THE POSITION:**

BUSINESSEUROPE's Internal Market Department aims to further integrate the single market to create growth and jobs. Its focus is on removing remaining obstacles to the free movement of goods and services, public procurement, transport, better regulation and digital issues, such as data protection and cybersecurity.

**We are seeking a Junior Adviser to support our work on internal market issues, with a focus on digital economy and single market policy.** In this role you will work with our members, by organising expert working group meetings, in order to co-ordinate positions on key issues for business. You will be expected to ensure business views are well understood by policy makers through extensive contacts with EU institutions, participation in conferences and written communication. To this aim, you will be monitoring, analysing and advocating on EU policies and drafting position papers, briefings, speeches and presentations. You will also be expected to contribute to the broader work of the department according to your skills and experience.

#### **CANDIDATES FOR THIS POST SHOULD HAVE:**

- A relevant university degree;
- One or two years of relevant professional experience;
- Good knowledge of horizontal single market policy and governance of the single market;
- Good knowledge of the digital economy and related policy issues;
- Good understanding of the functioning of the EU institutions, preferably gained through some experience working in the EU institutions, a trade association or consultancy;
- Excellent analytical skills, and the ability to assimilate the various aspects of an issue rapidly;
- Ability to meet objectives within tight deadlines;
- Ability to transform technical input into political messages and adapt to the audience;
- Ability to define and lead lobbying strategies;
- Ability to drive forward work on own initiative working effectively as part of a team;
- Talent in negotiation and brokering compromises reflecting the general interest of all businesses on sensitive issues;
- Good networking skills and interpersonal skills;
- Excellent spoken and written communication skills in English. A good knowledge of French and of a third European language is an asset;
- Proficiency in IT tools (Office, Internet);
- A dynamic personality, with team spirit, well-organised, flexible.

Closing date for applications: 25 July 2017

**Interested candidates are invited to send a letter of application and full curriculum vitae to:**

Magali Janson, Human Resources Manager  
E-mail to: [m.janson@businessseurope.eu](mailto:m.janson@businessseurope.eu)