



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:**

## **ADVISER**

### **FOR ITS SOCIAL AFFAIRS DEPARTMENT**

#### **TASKS INCLUDE:**

- Monitoring relevant initiatives in the areas of EU social and employment policies;
- Developing relevant advocacy actions in those areas;
- Coordinating employers' representation in relevant EU fora;
- Having extensive contacts with BUSINESSEUROPE's member federations;
- Organise and/or participate in EU social dialogue activities;
- Managing working groups;
- Drafting position papers, briefings, speeches and presentations;
- Building and maintaining contacts with EU institutions (Commission, European Parliament, Council).

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

- A relevant university degree;
- At least two years of relevant professional experience in social and employment policies;
- Good knowledge of European labour law and industrial relations;
- A good understanding of the functioning of the EU institutions;
- Excellent analytical skills, and the ability to assimilate the various aspects of an issue rapidly;
- Ability to transform technical input into political messages and adapt to the audience;
- Ability to define and lead lobbying strategies;
- Talent in negotiation and brokering compromises reflecting the general interest of all businesses on sensitive issues;
- Ability to work under pressure and meet objectives within tight deadlines;
- 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, social media);
- A pro-active and dynamic personality, with team spirit, multi-task, well-organised, flexible.

Closing date for applications: 20 December 2017

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

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