



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 36 EUROPEAN COUNTRIES WHOSE NATIONAL BUSINESS FEDERATIONS ARE OUR DIRECT MEMBERS.

BUSINESSEUROPE SEEKS TO FILL THE FOLLOWING POSITION:

JUNIOR ADVISER

FOR ITS SOCIAL AFFAIRS DEPARTMENT

THE POSITION:

BUSINESSEUROPE's Social Affairs Department aims to ensure that EU social and employment policy is conducive to job creation, supports social dialogue and allows business to remain competitive. It deals with a broad range of labour market policy issues such as employment, labour law and working conditions, occupational safety & health, equal opportunities, mobility and migration, education and training, social protection etc. The Social Affairs Department also coordinates BUSINESSSEUROPE's actions as a social partner in the context of the European social dialogue.

We are seeking a **Junior Adviser to support our work on EU social and employment policy**. In this role, you will organise and/or participate in EU social dialogue activities. You will monitor relevant EU employment and social policy initiatives, work with our members to develop advocacy actions, organising expert working group meetings and drafting position papers, speeches and presentations. You will ensure that business views are well understood by policymakers, through contacts with EU institutions, participation in conferences and written communication. You will also be expected to ensure good cooperation with other BUSINESSSEUROPE's departments.

CANDIDATES FOR THIS POST SHOULD HAVE:

- a relevant university degree, preferably in labour law and industrial relations;
- at least two years of relevant professional experience in EU social and employment policies;
- 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 implement advocacy 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 and interpersonal skills with the ability to work in international/multi-cultural environment;
- excellent spoken and written communication skills in English (native or equivalent). A good knowledge of French and/or of other European languages is an asset;
- proficiency in IT tools (Office, Internet, social media, video conference systems);
- a pro-active and dynamic personality, with team spirit, multi-task, well-organised, flexible.

Closing date for applications: 27 March 2024

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

Magali Janson, Human Resources Manager

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