The legal basis

Treaty on the Functioning of the European Union:

- Citizens and governments have the right to address EU bodies in any of the 24 EU official languages, and to receive a reply in that language.

Council Regulation No 1/58

- EU laws must be drafted in all EU official languages.
EU official languages over time
Linguist careers in the EU: 3 roles

Translator

Interpreter

Lawyer linguist
Linguists in the EU

Translators: ± 4 300

Interpreters: ± 1 000

Parliament

European Commission

European Economic & Social Committee

European Central Bank

Consilium

Court of Justice

Translation Centre

Court of Auditors

Committee of the Regions
Translators in the EU institutions

- European Commission
- European Parliament
- Council of the EU
- Court of Justice
- Committee of the Regions and European Economic and Social Committee
- Translation Centre
- Court of Auditors
DG Translation in the European Commission
DG Translation

Some **2500** translators and support staff

50% in Brussels

50% in Luxembourg

Field Offices in Member States
We cover all subject areas
Number of translated pages 2015 by target language (%)
DGT's English-language department

- Main task is translating documents from EU member states
- Translates from all EU languages except MT & GA
- Translated 207,389 pages in 2015; over half is outsourced
- 120 staff translators across three units (Jan 2016)
- Units focus on different policy areas: 2 in BXL, 1 in LUX
- 30 support staff: terminologists, managers, secretaries
- Covers documents across full range of EU policies
English Language Department – June 2015
What else do we do?

Links with schools and universities

Machine translation

Terminology and tools

Studies

European Day of Languages

Visiting Translator Scheme

Clear writing campaign

#TranslatingEurope
More information?

- **Web:** ec.europa.eu/dgs/translation
- **Facebook:** .com/translatingforeurope
- **Twitter:** @translatores
- **YouTube:** .com/dgtranslation
Working for us: staff categories

- Permanent staff member (EU official)
- Temporary/Contract staff
- External contractor (freelance)
- Trainee (intern)
Language knowledge for all language jobs

- Perfect command of your main language or mother tongue (C2)

- Very sound knowledge (C1) of a first source language (currently this must be English, German or French; but may change to any EU language)

- Very sound knowledge (C1) of a second source language among the EU’s official languages
Permanent staff: basic criteria

You must be an EU citizen

You need a bachelor's degree in any subject
Translator: no master's degree required
Interpreter: conference interpreting master's

No professional experience is required
Permanent staff member: recruitment procedure

- Permanent staff are taken on through a two-stage procedure: **selection** followed by **recruitment**.

- The **selection** phase is an **open competition**: an EU civil service exam lasting around 9 months. Applicants take a series of tests to determine the best candidates.

- Those that pass this competition are placed on a **reserve list** of individuals eligible for permanent posts.

- Second, in the **recruitment** phase, managers seeking new staff choose candidates from the reserve list.

- Reserve lists are calibrated to the number of vacancies expected across the institutions in the coming period.
Open competition: three stages

- Competitions for each target language announced at www.eu-careers.eu

- **Stage 1. Multiple-choice pre-selection tests**: verbal, numerical and abstract reasoning, plus a language comprehension tests in each of your two source languages. Takes place at a computer centre in your country.

- **Stage 2. Practical language test**: translation or interpreting test. At a computer centre in your country.

- **Stage 3. Assessment centre**: an interview, a presentation and a group exercise, all in your first source language. Takes place in Brussels; some expenses paid.

- Reserve list published at www.eu-careers.eu
Practical language tests

**Translation:**
One hour to translate 45 lines, on PC, dictionaries allowed!
A) A text from source language 1 into main language
B) A text from source language 2 into main language
If score in test A doesn't reach the pass mark, test B is not marked. Tests are marked twice, thrice if necessary.

**Interpreting:**
For each language:
consecutive speech of 5-6 mins, live speaker, no breaks
simultaneous speech of 10-12 minutes, video recording
What managers are looking for

- Knowledge of EU deficit languages, at any level: we will help you build on it
- Translation/interpreting qualifications and experience
- Specialist knowledge of EU-related policy areas
- Knowledge of other world languages: we don't translate large volumes but it indicates linguistic ability
What can the Commission offer you?

- €4500/month starting salary
- Good leave entitlement and other benefits, job security
- Varied and challenging work
- Job mobility: shape your career in the EU institutions
- Excellent language and other training opportunities
- Multicultural environment
- Flexible working-time arrangements
- www.eu-careers.eu
When do I apply?

- Competitions for translators/interpreters are announced by target language in early summer each year
- Not every language every year! Next competition for translators into EN: hopefully summer 2017 security
- Summer 2016: translators into DA, GA, HR, LT, MT
- Also: linguistic assistants with first language GA, HR, HU, MT, NL, SK or SL. Deadline 21 May!!!
- That website again: www.eu-careers.eu
Other staff categories:

- **Temporary/contract staff**
  Recruited on fixed-term contracts through a simpler application procedure, work alongside permanent staff
  Check individual institution sites: [http://europa.eu/!Rd69CG](http://europa.eu/!Rd69CG)

- **Freelance translators**
  Recruited through periodic calls for tender for translation services. Can be based anywhere.
  Check individual institution sites: [http://europa.eu/!Ud34qb](http://europa.eu/!Ud34qb)
Traineeships

- Duration: up to 5 months
- Two rounds per year, starting in March and October
- For university graduates only
- For EU citizens – but a quota for other nationals
- Skills needed: ability to translate from two EU languages into your main language
- Monthly grant
- Apply to individual institutions: [http://europa.eu/!Ff43Qc](http://europa.eu/!Ff43Qc)
Information on interpreting for the EU

http://www.facebook.com/interpretingforeurope

http://www.youtube.com/user/DGInterpretation

http://ec.europa.eu/dgs/scic/become-an-interpreter/
Thank you very much!

Muito obrigado!
Go raibh maith agaibh!
Najlepša hvala!
Hartelijk dank!
Dziękujemy za uwagę!
Köszönjük szépen!
Mange tak!

Mulțumesc!
Đakujeme vám vel’mi pekne!
Tack så mycket!
¡Muchas gracias!
Много Ви благодарим!

Σας ευχαριστούμε πολύ!
Mockrát děkujeme!
Vielen Dank!
Suur tänu!

Grazie mille!
Hvala lijepa!

Merci beaucoup!
Nirringrazzjawk ħafna!
Dziękujemy za uwagę!
Много Ви благодарим!
Contact

Paul Kaye

@PaulKayeEUlangs

paul.kaye@ec.europa.eu
YOUR COMMITMENT. OUR 28 COUNTRIES. YOUR CAREER. OUR EUROPEAN UNION.

Career opportunities with the European Institutions.

Paul Kaye
Language Officer, European Commission Representation in the UK
Where can an EU Career lead?

- Council of the European Union
- European Parliament
- European Commission
- European Court of Auditors
- CVRIA
- Luxembourg
- Committee of the Regions
- European Economic and Social Committee

EU Agencies
Where can an EU Career lead?

Brussels

Luxembourg

20% across Europe and the World
Why an EU Career?

- Make a difference for Europe
- Career development and personal growth
- International working environment
Who are we looking for?

ICT specialists
statisticians
socio-economic analysts
contract administrators
project officers

auditors
interpreters
lawyers
policy officers

scientific officers
accountants
lawyer-linguists
translators
communication & press officers

economists
financial specialists
project managers
Who are we looking for?

- EU citizen
- Mother tongue (EU 24) +EN/FR/DE
- Bachelors degree
Who are we looking for?

- Analysis & problem solving
- Communication
- Delivering quality & results
- Learning & Development
- Prioritising & organising
- Resilience
- Working with others
- Potential to lead
Types of staff

- Permanent official
- Contract agent
- Temporary agent
- Seconded national expert
- Freelance/interim
- Trainee
Permanent official
Overview procedure

Pre-selection Tests
Computer based in test centres worldwide

E-tray
Computer based in test centres in Europe

Assessment Centre

Case study (test centre Europe)
Assessment exercises Brussels (Audit: Luxembourg)
Reserve list
Computer Based Tests across Europe
Computer Based Tests (CBT)

- Verbal reasoning
- Numerical reasoning
- Abstract reasoning
- Situation Judgement

In your main language
1 of 24 official EU languages

In your 2nd language
Human genetic testing: implications and recommendations

Although genetic testing in Europe is based on high-quality scientific know-how, it can suffer from a certain level of technical errors. Moreover, the reporting on these tests is sometimes of poor quality. In the context of healthcare, a test should only be offered when it has been proven to be reliable and when there is a sound medical reason to justify it. A test validation system should therefore be established. Public concern regarding genetic testing revolves around the fear of misuse of genetic data and inappropriate access to such data by third parties. The confidentiality and privacy of all personal medical data, including information derived from genetic testing, is a basic right that must be respected. The individual has the right to know about test results, but also has the right to decide not to know.

What is the present situation as regards genetic testing?

- A. Testing is frequently carried out without a valid medical prescription.
- B. Scientists have the right to decide whether or not to divulge the results.
- C. The reporting of genetic data is always of a poor standard.
- D. Despite the expertise in the area, reporting is not always perfect.
Human genetic testing: implications and recommendations

Although genetic testing in Europe is based on high-quality scientific know-how, it can suffer from a certain level of technical errors. Moreover, the reporting on these tests is sometimes of poor quality. In the context of healthcare, a test should only be offered when it has been proven to be reliable and when there is a sound medical reason to justify it. A test validation system should therefore be established. Public concern regarding genetic testing revolves around the fear of misuse of genetic data and inappropriate access to such data by third parties. The confidentiality and privacy of all personal medical data, including information derived from genetic testing, is a basic right that must be respected. The individual has the right to know about test results, but also has the right to decide not to know.

What is the present situation as regards genetic testing?

- A. Testing is frequently carried out without a valid medical prescription.
- B. Scientists have the right to decide whether or not to divulge the results.
- C. The reporting of genetic data is always of a poor standard.
- D. Despite the expertise in the area, reporting is not always perfect.
## Example numerical reasoning

### Road density in EU-15 (km per 1 000 km²) (2000)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1980</td>
<td>340</td>
<td>180</td>
<td>360</td>
<td>90</td>
<td>216</td>
<td>120</td>
</tr>
<tr>
<td>2000</td>
<td>390</td>
<td>195</td>
<td>450</td>
<td>120</td>
<td>270</td>
<td>130</td>
</tr>
</tbody>
</table>

On average, by how much was the road density in countries A and B higher than in countries D and E in 1980?

- A. 102 km/1 000 km²
- B. 122.5 km/1 000 km²
- C. 204 km/1 000 km²
- D. 276 km/1 000 km²
On average, by how much was the road density in countries A and B higher than in countries D and E in 1980?

- A. 102 km/1 000 km²
- B. 122.5 km/1 000 km²
- C. 204 km/1 000 km²
- D. 276 km/1 000 km²
Example abstract reasoning
Example abstract reasoning
3. Please consider the situation, and then select what you feel is the most effective \textbf{AND} the least effective response or action from the four statements.

You are working on a number of projects with tight deadlines and have a lot of basic information to gather. You have asked other colleagues for help but are unsure of their commitment to help you gather the information that you need.

<table>
<thead>
<tr>
<th></th>
<th>Most</th>
<th>Least</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spend time on your work to make sure that you have plenty of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>latitude/leeway in case your colleagues don't deliver the help</td>
<td></td>
<td></td>
</tr>
<tr>
<td>you need in time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outline the help that you need from others and explain to</td>
<td></td>
<td>(\times)</td>
</tr>
<tr>
<td>them why this is important and the dates by which you need</td>
<td></td>
<td></td>
</tr>
<tr>
<td>their individual contributions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reduce the risk by getting the information that you need</td>
<td></td>
<td></td>
</tr>
<tr>
<td>yourself rather than relying upon other people</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carry on with the tasks that you need to complete and if</td>
<td></td>
<td>(\times)</td>
</tr>
<tr>
<td>others do not contribute their parts report them to</td>
<td></td>
<td></td>
</tr>
<tr>
<td>management</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Assessment Centre
Testing 7+1 competencies

- Analysis & Problem solving
- Communicating
- Delivering Quality & Results
- Learning & Development
- Prioritising & Organising
- Resilience
- Working with others
- Potential to lead (leadership)

+
Assessment Centre
Overview Linguists

1.5 day in your 2nd language

- Practical Language tests
- Oral presentation
- Structured interview
- Group exercise
Practical language tests

- **Translation:**
  - Two translation tests, around 45 lines, on PC, dictionaries allowed!
  - A) Source language 1 into English
  - B) Source language 2 into English
  - If score in test A doesn't reach the pass mark, test B is not marked.
  
Tests are marked twice, thrice if necessary.

- **Interpreting:**
  - For each language:
  - consecutive speech of 5-6 mins, live speaker, no breaks
  - simultaneous speech of 10-12 minutes, video recording
Successful Candidate?

1. Reserve list
2. Contact with EU Institutions
3. Job interview
4. Recruitment

Number of months: 1 → 12
When to apply?

- **Spring**: Graduates – Generalists profiles such as law, public administration, etc.
- **Summer**: Linguists - Translators, Conference interpreters
  
  *languages vary per year*
- **Winter**: non-graduates with experience (Assistants)
- **Specialists when needed**: (e.g. economists, building specialist, ICT, food safety, contractual staff when needed)
How to apply?
Visit jobs.eu-careers.eu
Traineeships

5 months (paid) internships

All EU Institutions & Agencies

Brussels
 Luxembourg
 Elsewhere

Gain EU experience

Practical day-to-day work

Competitive procedure
Find out more!

Visit and follow EU Careers on:

- Facebook: EUCareersStaffAmbassadors and EUCareers
- LinkedIn: eu-careers
- Twitter: eu_careers
- YouTube: EUCareers
Questions?

www.eu-careers.eu