Working in the EU institutions

Paul Kaye

@PaulKayeEUlangs
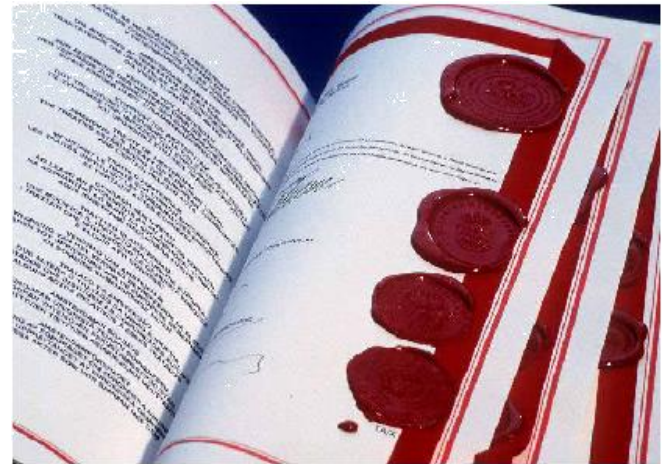
Language Officer, European Commission

The legal basis

Treaty on the Functioning of the European Union

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

Council Regulation No 1/58

- Regulations and other documents of general application shall be drafted in the official languages.

GAEILGE

EESTI

ROMÂNĂ

MAGYAR

ESPAÑOL

LIETUVIŲ

NEDERLANDS

PORTUGUÊS

MALTI

ČEŠTINA

HRVATSKI

ISLENSKA

ITALIANO

LATVIEŠU

FRANÇAIS

SLOVENŠČINA

SLOVENČINA

POLSKI

SVENSKA

SUOMI

ΕΛΛΗΝΙΚΑ

DEUTSCH

ENGLISH

БЪЛГАРСКИ

Linguist careers in the EU: 3 roles

Translator

Interpreter

Lawyer linguist

Linguists in the EU

Translators : ± 4 300	Interpreters: ± 1 000

European Commission

European Economic & Social Committee

European Central Bank

Parliament

CONSILIUM
Council

Translation Centre

European Investment Bank

Court of Auditors

Court of Justice

Committee of the Regions

DG Translation

Some **2500** translators and support staff

50% in Brussels

50% in Luxembourg
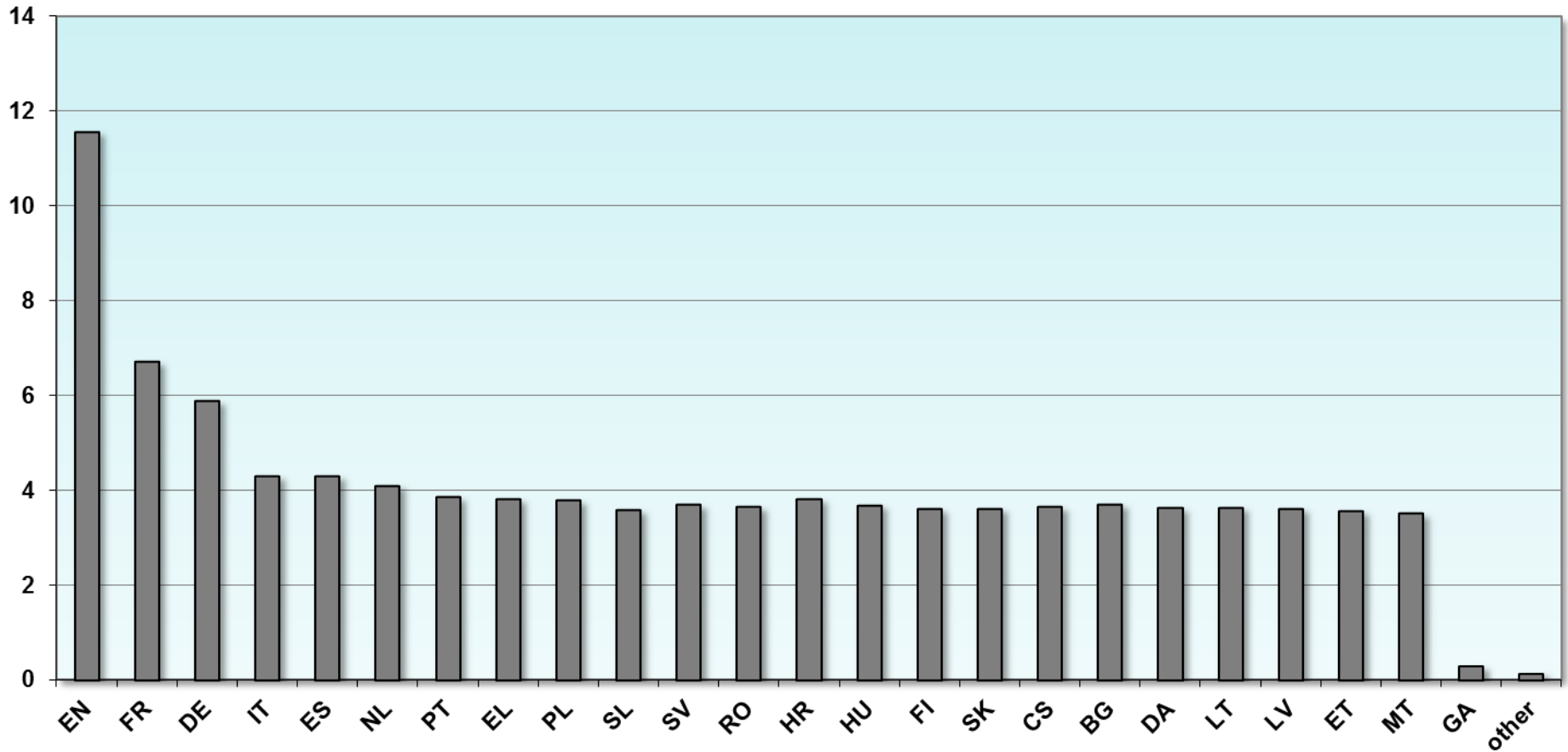
Field Offices
in Member States

# Number of translated pages 2014 by target language (%)

DGT's English-language department

- Translated 207,389 pages in 2015
- c. 150 members of staff (Jan 2016)
- 120 translators (Jan 2016)
- Organised into 3 units specialising in different policy areas: 2 in Brussels, 1 in Luxembourg
- Main task is translating documents from EU member states
- Needs knowledge of all EU languages (except MT/GA)
- Covers documents across full range of EU policy

English Language Department – June 2015

DGT EN LD Production, 2015
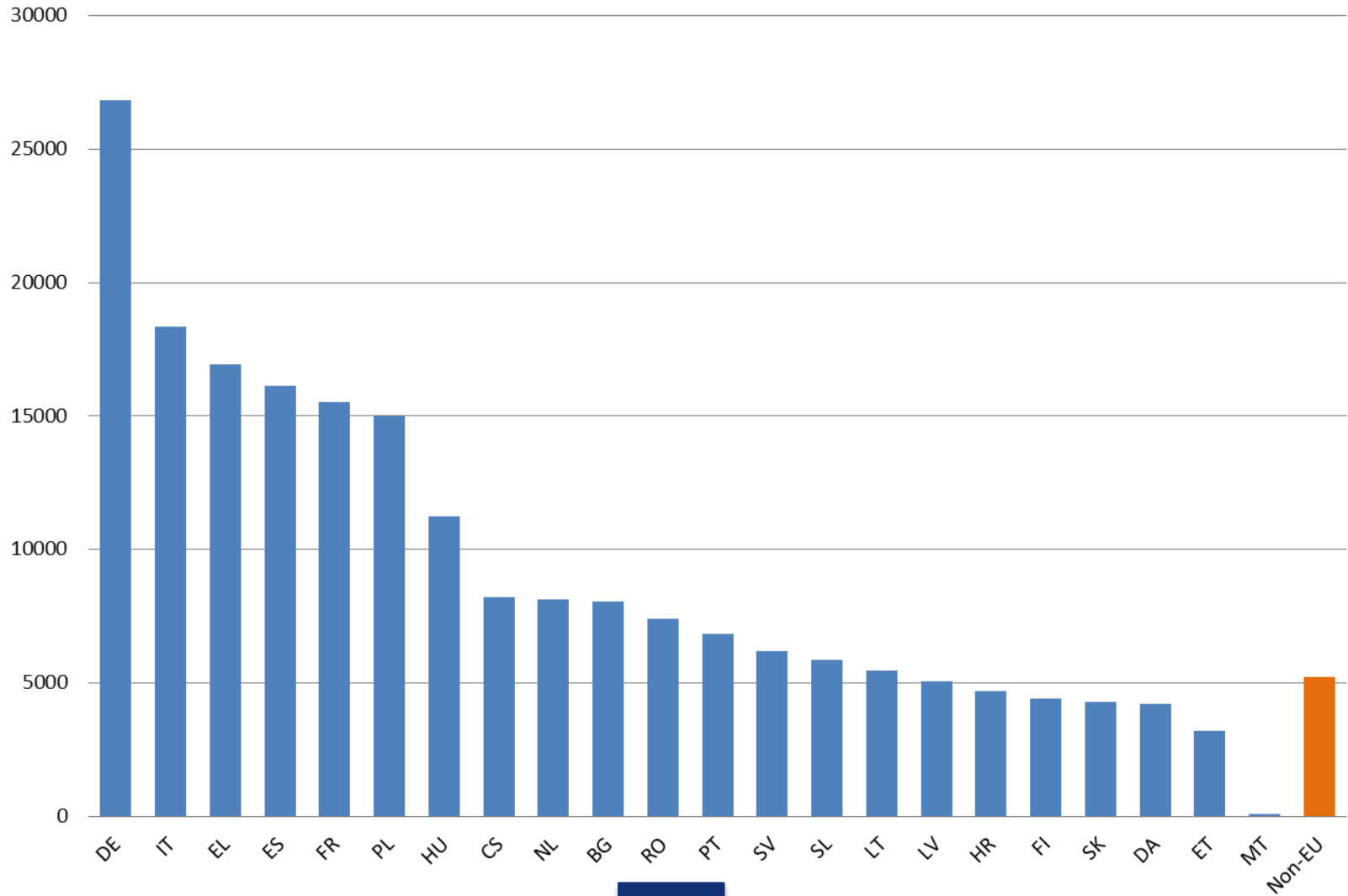
Staff translator: recruitment criteria

You must be an EU citizen

You must hold a full university degree in languages or another field
(minimum bachelor's)

No professional experience is required

Language knowledge

- Perfect command of your main language or mother tongue

- Very sound knowledge of English or German or French (first source language)

- Very sound knowledge of a second source language among the EU's official languages

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

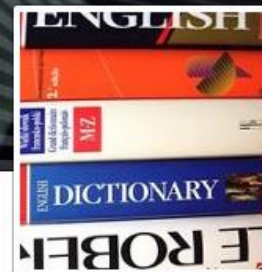# What can the Commission offer you?

- €4500/month starting salary

- Good leave entitlement and other benefits, job security

- Varied and challenging work

- Scope to shape your own career in the Commission

- Excellent language and other training opportunities

- Multicultural environment

- Flexible working-time arrangements

- www.eu-careers.eu

More information?

- **Web:** ec.europa.eu/dgs/translation

- **Facebook**.com/translatingforeurope

- **Twitter:** @translatores

- **YouTube**.com/dgtranslation

Thank you very much!

Muito obrigado!

Hartelijk dank!

Ďakujeme vám veľmi pekne!

Go raibh maith agaibh!

Tack så mycket!

Kiitoksia paljon!

Mulţumesc!

¡Muchas gracias!

Σας ευχαριστούμε πολύ!

Nuoširdžiai dėkojame!

Mockrát děkujeme!

Merci beaucoup !

Vielen Dank!

Suur tänu!

Nirringrazzjawk ħafna!

Liels paldies!

Grazie mille!

Mange tak!

Najlepša hvala!

Dziękujemy za uwagę!

Много Ви благодарим!

Köszönjük szépen!

Hvala lijepa!

Contact

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@PaulKayeEUlangs

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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

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Where can an EU Career lead?

Council of the European Union

EUROPEAN PARLIAMENT

European Commission

EUROPEAN COURT OF AUDITORS

CVRIA
LUXEMBOURG

EUROPEAN DATA PROTECTION SUPERVISOR

European Ombudsman

Committee of the Regions

European Economic and Social Committee

EU Agencies

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Where can an EU Career lead?

Brussels

Luxembourg

20% across Europe and the World

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Why an EU Career?

✓ **Make a difference for Europe**

✓ **Career development and personal growth**

✓ **International working environment**

Who are we looking for?

Who are we looking for?

EU citizen

Mother tongue (EU 24) +EN/FR/DE

Bachelors degree
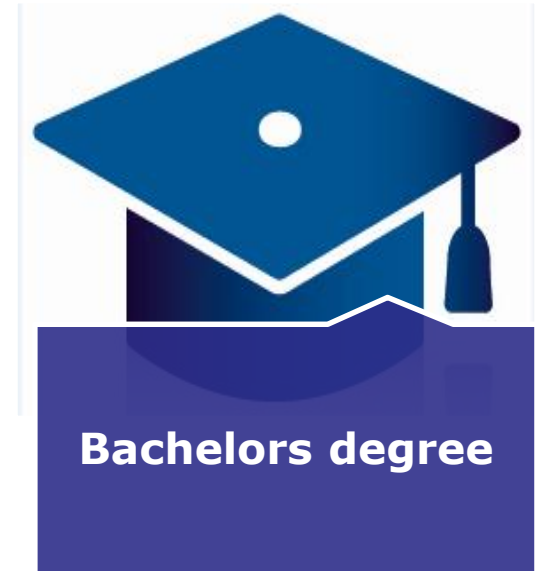
Who are we looking for?

Analysis & problem solving

Communication

Delivering quality & results

Learning & Development

Prioritising & organising

Resilience

Working with others

Potential to lead

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Types of staff

Permanent official	**Contract agent**	**Temporary agent**
Seconded national expert	**Freelance/ interim**	**Trainee**

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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
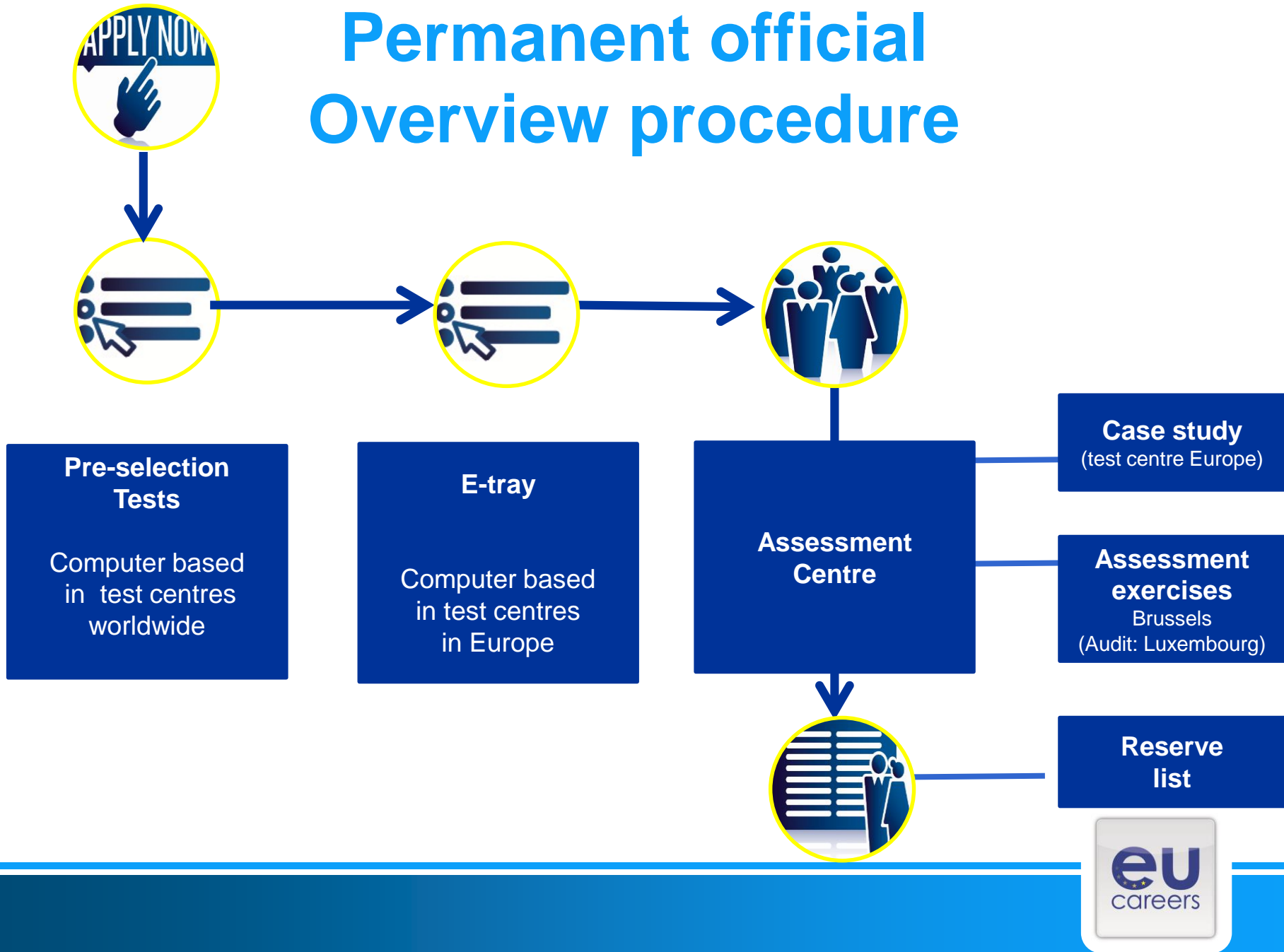
Computer Based Tests across Europe

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

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Example verbal reasoning

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.

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Example verbal reasoning

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- C. The reporting of genetic data is always of a poor standard.
- D. Despite the expertise in the area, reporting is not always perfect.

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Example numerical reasoning

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

|	EU-15	Country A	Country B	Country C	Country D	Country E
1980	340	180	360	90	216	120
2000	390	195	450	120	270	130

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 numerical reasoning

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○ C.   204 km/1 000 km²

○ D.   276 km/1 000 km²

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Example abstract reasoning
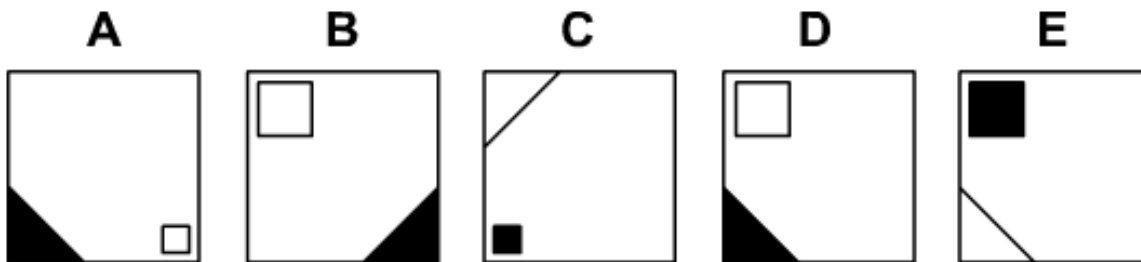
Example abstract reasoning
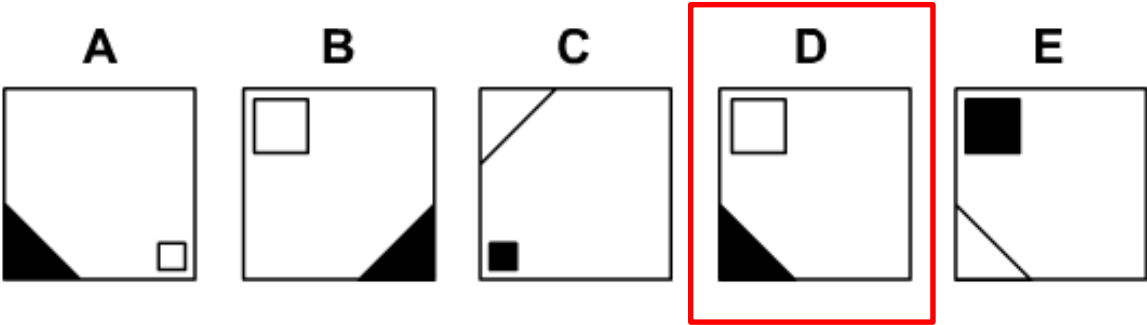
Example situational judgement

3. Please consider the situation, and then select what you feel is the most effective 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.

	Most	Least
Spend time on your work to make sure that you have plenty of latitude/leeway in case your colleagues don't deliver the help you need in time		
Outline the help that you need from others and explain to them why this is important and the dates by which you need their individual contributions	X	
Reduce the risk by getting the information that you need yourself rather than relying upon other people		
Carry on with the tasks that you need to complete and if others do not contribute their parts report them to management		X

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)**

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Assessment Centre
Overview **Linguists**

1.5 day

in your 2nd language

🇬🇧 🇫🇷 🇩🇪

| Practical Language tests | Oral presen-tation | Structured interview | Group exercise |

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Practical language tests

- ## Translation:

- Two translation tests, around 45 lines, on PC, dictionaries allowed!

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- 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?

| Reserve list | → | Contact with EU Institutions | → | Job interview | → | Recruitment |

Number of months

1 ————————————————→ 12

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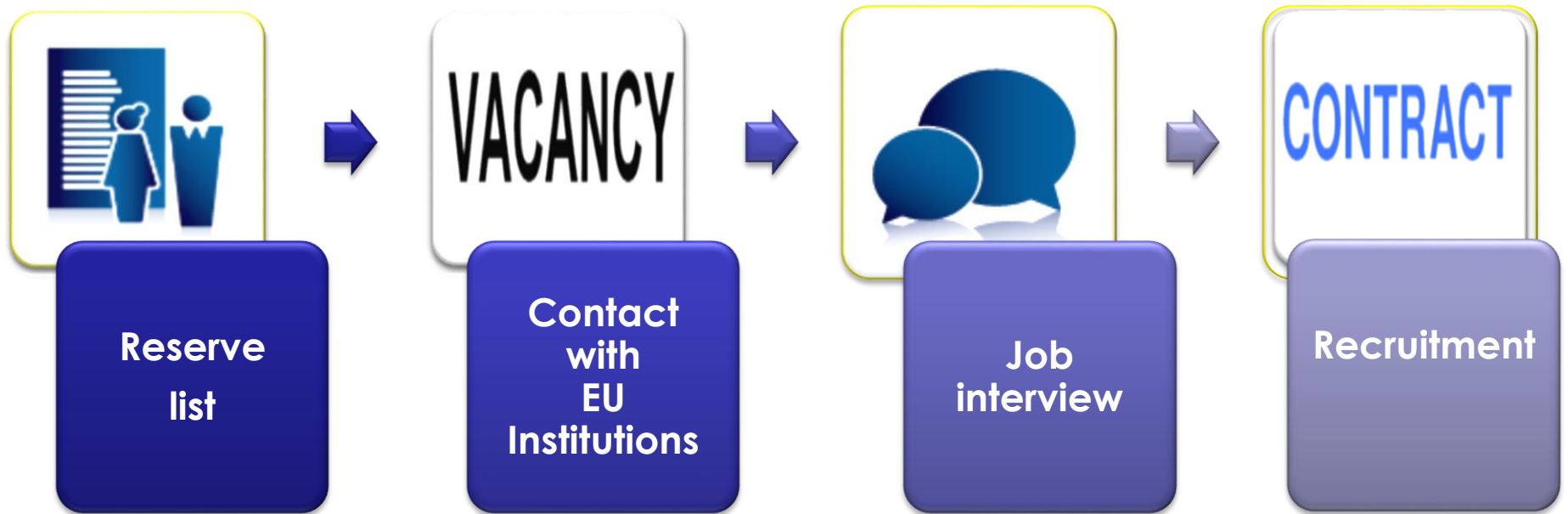
When to apply?

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

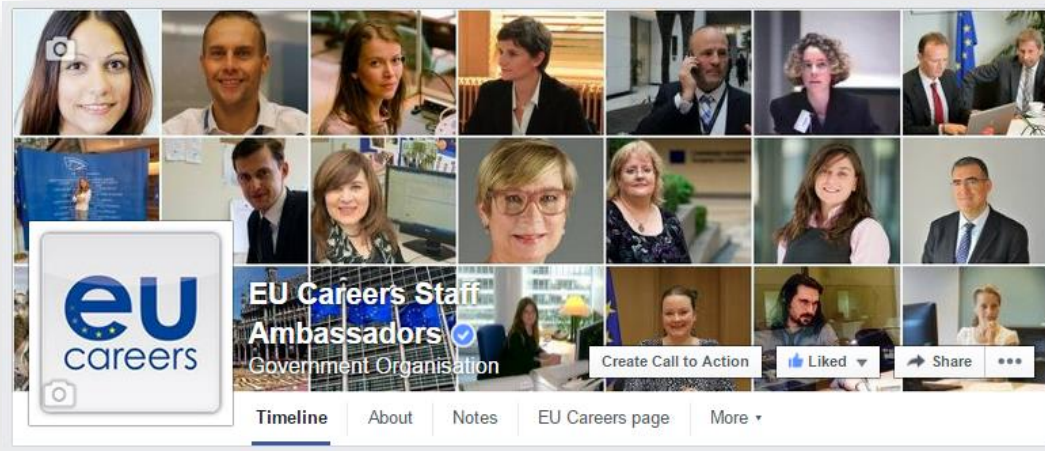Brussels
Luxembourg
Elsewhere

Gain EU experience

Practical day-to-day work

Competitive procedure

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Find out more!

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o LinkedIn: eu-careers
o Twitter: eu_careers
o YouTube: EUCareers

Questions?

www.eu-careers.eu