



About us

Founded in Brussels in 1983, CEPS (Centre for European Policy Studies) is a leading think tank and forum for debate on EU affairs, which has been consistently ranked among the top 10 of the world's best think tanks. One of CEPS' distinguishing features is its strong in-house research capacity and an extensive international network of partner institutes. CEPS' funding comes from a variety of sources, mainly research grants, but also membership and conference fees, as well as income from the sales of publications.

Research on labour markets, social policy and education is performed by the Jobs & Skills Unit. The Unit's researchers have diverse cultural and academic backgrounds combining knowledge in economics, law and political sciences. In the last years, the Jobs & Skills Unit has been particularly active in merging consultancy work for EU institutions with forward-looking research on labour and education related issues. The Unit has coordinated and participated in several European research projects and networks on topics as diverse as societal transition, social innovation, inclusive growth, youth unemployment, mobility, digitalisation, or migration.

“RESEARCHER – Jobs & Skills unit”

Main tasks

- You will become a member of CEPS' staff and work in the “Jobs and Skills” unit under the supervision of the head of unit
- You will conduct research activities on various labour market, social policy and education policy issues, ranging from future of work through economics of education to social inclusion
- You will participate in international research teams that carry out projects for the European Commission and other funding organisations
- You will give presentations on the above-mentioned issues at project meetings and external events
- You will write editorials and commentaries for CEPS and its affiliates
- You will assist in the reporting to donor organisations
- You will assist in the acquisition of new research projects (preparation of both tender and grand applications)

Your background and qualifications

- You have an academic background in Economics, having at minimum attained a Master's degree, and preferably completed a PhD.
- You have a good knowledge of the European labour market, social and education policies
- You are able to critically read and comment on research reports and academic publications
- You have a proven record of writing and presentation skills
- You are willing and able to organise, moderate and contribute to events at CEPS and its partners
- You are willing to assist in writing funding proposals and in carrying out externally funded projects



- You are familiar with the rules and procedures for research projects financed by the European Commission under its Horizon 2020
- You have experience in providing research services to different EU services such as the European Commission or the European Parliament
- You have an excellent command of English, both orally and in writing. You have an excellent knowledge of at least 1 other EU official language

Your profile

- You are eager to invest in building and maintaining a growing research network
- You are able to work in a research team involving junior and senior colleagues and can organise your own activities
- You have a good understanding of the need to be outgoing and to use all possibilities of knowledge dissemination as a means of profiling your own work and that of the organisation
- You are able to handle stress, respect deadlines and are able to juggle multiple tasks and changing priorities
- You enjoy teamwork and are open to giving and receiving feedback
- You have, or are willing to develop insights into ongoing legislative and policy debates in the field

What CEPS can offer

We offer full-time employment for 1 year. The contract is renewable. The salary will be in accordance with your previous experience as well as the CEPS salary scale. We also offer a benefits package (group & hospitalisation insurance, meal tickets, public transport reimbursement). We would like the preferred candidate to start her/his activities on 1 September 2018.

Career development prospects

This position will give you the opportunity to progress on your career path and gain the valuable skills, training and experience that would potentially allow you to take on a more senior role.

More information

Further information about the position can be obtained from Ana Silva, Project Officer, email: ana.silva@ceps.eu, and Els Van den Broeck, Manager HRM, e-mail applications@ceps.eu.

Application and deadline

Applications should include a one-page letter of motivation and a curriculum vitae which lists your publications and specifies your role in previous research projects, both in English. For the CV, please use the Europass template (<https://europass.cedefop.europa.eu/>). They should be e-mailed to the above-mentioned persons by 15 July 2018.