



EUROPEAN UNION

SPECIAL REPRESENTATIVE IN BOSNIA AND HERZEGOVINA

VACANCY ANNOUNCEMENT

Intern – Banja Luka Office, Reference no.: 2020/10

Position available: as of January 2021

Please send your application and supporting documents to

delegation-bosnia-and-herzegovina-eusr-personnel@eeas.europa.eu

with subject “*Application Ref. No 2020/10- Internship*”.

The package should include a cover letter and a detailed CV in English using the ‘European Curriculum Vitae Format’ (available on our website <http://www.europa.ba>).

Note: Due to current global COVID-19 situation short-listed candidates will be asked to do an online written test.

Candidates selected for interview will have online video interview (via Zoom).

EUSR reserves the right to follow up with a face-to-face interview with prospective candidate.

Deadline for application: **09 January 2021.**

Please note that only short-listed candidates will be contacted.

Thank you for your interest.



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Terms of Reference

Position Title: Intern - 1 post
Duty Station: Banja Luka
Position available: as of January 2021

The intern will work alongside EUSR staff in Banja Luka Office: Political Section

Eligibility and general conditions

- Open to recent graduates in European Studies, Political or Social Sciences, Law, Criminal Studies, or other relevant and related subjects;
- Citizenship of Bosnia and Herzegovina;
- Not older than 30;
- Working experience of less than 2 years;
- An active interest in European integration process and/or involvement in civil society initiatives/NGO sector would be an advantage;
- Interested graduates must be fluent in spoken English;
- Willingness to travel through-out BiH and work with people from various cultural background;
- Non-criminal record.

Typical Duties and Responsibilities

During the internship program interns will have an opportunity to contribute to the specific substantive activities of the section through inclusion in internal processes and to contribute to the section output.

Competencies and Attributes

- Ability to take initiative and work in team setting with high sense of confidentiality and flexibility;
- A good understanding of the EU objectives, plans and procedures;
- Ability to operate within a fast moving environment and react appropriately to change;
- Good communication skills and the ability to present information in a clear and concise manner;
- Good administrative and organisational skills;
- Excellent oral and written English;
- Fluent in the official languages of Bosnia and Herzegovina;
- Capable of providing accurate translation and/or interpretation between English and the official languages of Bosnia and Herzegovina
- ICT skills commensurate with the scope of the post.