



**EUROPEAN COMMISSION**  
RESEARCH DIRECTORATE-GENERAL  
Directorate R - Resources  
**Staff policy**  
Head of Unit

Brussels, 27 April 2010  
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HR-ENC-2010

Mr Ramon MARIMON SUNYOL  
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ITALIE  
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**Sent by e-mail**

**Subject: Invitation to interview for the post of Principal Adviser (grade AD 14),  
Director Designate of the European Research Council Executive Agency  
(ERCEA) in Brussels (Ref: COM/2009/10222)**

Dear Sir,

I refer to your application for the above-mentioned position of Principal Adviser (grade AD 14), Director Designate of the European Research Council Executive Agency (ERCEA) in Brussels.

Following the publication of the vacancy, 116 applications were received. In accordance with normal practice, the applications were examined by a pre-selection committee chaired by Mr Jose Manuel SILVA RODRIGUEZ, Director-General for Research in the European Commission.

The other members of the Pre-selection committee are:

- Mr. Wolfgang BURTSCHER, Deputy Director-General for Research,
- Mr. Franco BISCONTIN, Director in DG RTD "Resources",
- Mrs Anne HOUTMAN, Director in DG ENER "General Policy"
- Mr Jack METTHEY, Principal Adviser responsible for the European Research Council
- Prof. Helga NOWOTNY – President of the ERC
- Dr Daniel ESTÈVE – Vice President of the ERC
- Mr Andreu MAS-COLELL – Secretary General to the ERC
- Dr Oscar MARIN PARRA, Member of the Scientific Council of the ERC
- Prof. Mathias DEWATRIPONT, Member of Scientific Council in the Steering Committee of the ERCEA

I am pleased to inform you that following the examination of your application, the pre-selection committee has decided to invite you for an initial interview (approximately 45 minutes long) which will take place on :

**Wednesday, 2<sup>nd</sup> June 2010**

Square de Meeûs, 8 - 1050 Brussels – Belgium - Office : 2/136 at 12.40

Please note that **it will not be possible to change the date of the interview**. The interview will be conducted in English; however candidates who are native English speakers will also have their second language tested.

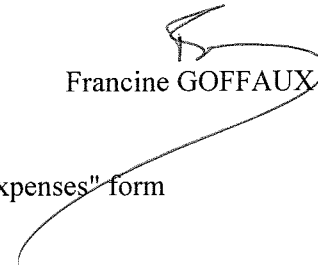
I would be grateful if you could confirm your availability for this interview by e-mail (Victoria.fenton@ec.europa.eu) or fax (fax number: +32-2-296.44.16) as quickly as possible.

According to the rules, you are entitled to reimbursement of your travel expenses and a daily allowance. The relevant rules and forms are enclosed. Please complete these forms and bring them with you on the day of your interview, along with a copy of your passport, a copy of your tickets and this invitation letter. The Commission cannot process the reimbursement request if these forms are not correctly completed. Please note that it may take up to two months before the amount due is credited to your bank account.

Finally, I would appreciate it if you could send the following documents as soon as possible, and at the latest one week before the interview, to the e-mail or fax addresses mentioned before :

- Copy of university degree (no need for certified copy at this stage),
- Copy of passport or identity card, stating that you are a citizen of an EU Member State.

Yours sincerely,

  
Francine GOFFAUX

Enclosures: "Contribution to travel and subsistence expenses" form  
"Financial identification" form  
"Legal entity" form  
Rules on reimbursement of travel and subsistence expenses  
Check-list for reimbursement of travel expenses