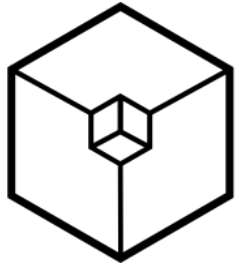


A close-up photograph of two hands holding a glowing blue pen. The pen is held horizontally, with the tip pointing to the left. The hands are positioned as if about to write or are in the process of writing. The background is dark, and the pen's glow creates a soft blue light on the hands and the surrounding area.

LD2IC 2023

Session d'information pour les titulaires

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REGLES-CRITERES-CHRONOLOGIE

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POSTES IC

DESCRIPTIF DE POSTES-COMPETENCES

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VOTRE CANDIDATURE

PROCESSUS-OUTIL-DATE LIMITE

...

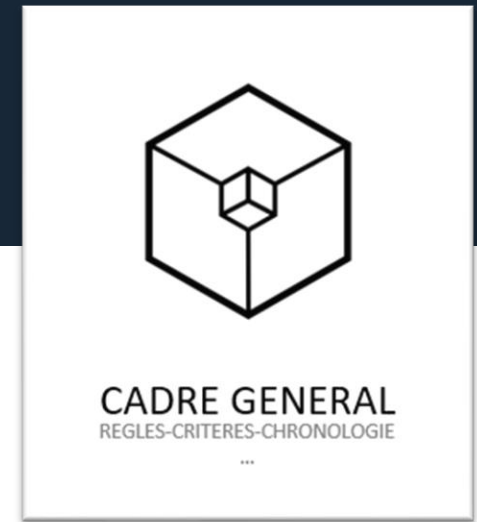


CCRB

INTERVIEW-COMMUNICATION -
RECOMMANDATION

...

LD2IC: CADRE GENERAL & ELIGIBILITE



Cadre général

[SRP \(R II 1.17 / R II 1.19\)](#)

Les titulaires sont engagés sur la base d'un contrat de durée limitée.

Un contrat de durée indéterminée peut être attribué aux titulaires bénéficiaires d'un contrat de durée limitée selon une procédure d'examen définie par le Directeur général.

[CA No. 2](#)

“L'ouverture d'un poste en vue de l'octroi d'un contrat de durée indéterminée est décidée par le Directeur général sur proposition du chef de département concerné”.

“Les ouvertures de poste en vue de l'octroi d'un contrat de durée indéterminée ont lieu dans le cadre d'un exercice mené au niveau de l'ensemble de l'Organisation, au moins une fois par année”.

Critères d'éligibilité

Titulaires

- Ayant la nationalité d'un Etat Membre
- Possédant un contrat de durée limitée
- Se terminant au 31.12.2023 ou après
- Ayant passé leur période probatoire avec succès au moment de la fin de la publication (31.08.2023)
- Postulant à un poste de même grade ou supérieur et à un emploi-repère couvrant un même intervalle de grades ou un supérieur

LD2IC: REGLES & LITTERATURE

- [Circulaire administrative](#) No. 2 (Rev. 7)
- [Admin e-Guide](#) > Contrat de durée indéterminée
- [Foire Aux Questions \(FAQs\)](#)
- [Site web HR](#)
- [CCM](#) (Modèle de Compétence du CERN)
- [Événement Indico](#) (diapo et enregistrement)

The collage features several overlapping elements:

- CERN COMPETENCY MODEL - BENCHMARK JOBS**: A page with a search bar and a list of behaviours such as 'Achieving Results', 'Bringing the Best out of People', etc.
- ADMINISTRATIVE CIRCULAR NO. 2 (Rev. 7)**: Issued by the Human Resources Department. It details rules and regulations regarding recruitment and appointments for staff members, effective from 31 March 2015.
- Indefinite contract**: A document defining the terms of an indefinite contract, including its duration and conditions for award.
- My Career**: A page with a gear icon and a laptop image, likely related to career development.
- CERN Logo**: A circular logo with the word 'CERN' inside, highlighted by a hand icon.

LD2IC : CHRONOLOGIE



CADRE GENERAL
REGLES-CRITERES-CHRONOLOGIE

...

JUILLET

AOUT

SEPTEMBRE

OCTOBRE

NOVEMBRE

DECEMBRE

Publication
des postes IC
(avec emploi-
repère et
grades)

Publication des vacances
de poste le 1^{er} août

Présélection des
dossiers de
candidatures

Session
d'informations
pour les titulaires le
15 août à 10h30
Anglais/ remote

Invitations
pour les
entretiens

Session
d'informations
pour les
titulaires le 18
juillet à 10h30
Anglais/
présentiel

Date limite de
candidature le
31 août midi
(heure de
Genève)

De fin septembre à décembre
Recommandations du CCRB
À la Directrice-Générale

PERSPECTIVE, VALEUR ET ETAT D'ESPRIT

Perspective

- Beaucoup de personnes compétentes et motivées au CERN – qui font et sont le CERN
- Nombre limité de postes IC chaque année – compétitif

Valeur ?

- Résultat: contrat à long terme avec l'Organisation
- Valeur en tant que telle: 'faire le point' – prendre conscience de ce que vous avez accompli, où vous allez accomplir – un moment de fierté et de réflexion sur votre carrière jusqu'à présent et pour les années à venir

Etat d'esprit !

- Attention : cela peut parfois être (très) difficile, en termes de
 - Energie et investissement personnel
 - Interactions avec l'équipe et les collègues
- Restez positifs, concentrés sur votre objectif et respectueux - et gardez en tête la valeur intrinsèque du processus (indépendamment du résultat)
- Restez authentiques et fidèles à vous-même.

POSTES IC



EXIGENCES DU POSTE

Postulez sur les postes pour lesquels vous possédez les qualifications demandées

Emploi-repère (BMJ)

Introduction

Fonctions

Qualifications

Expérience and Compétences

Conditions d'emploi

Emploi-repère (BMJ) and Grade(s)



Site Security Professional (SMB-DI-2018-27-IC)

Geneva, Switzerland

Job Description

Introduction

In the Site Management and Buildings (SMB) Department* and Site Management and Buildings Direction (DI) Group you will be responsible for the site security and access control in compliance with the Organization's rules and procedures.

*SMB department - <https://smb-dip.web.cern.ch/en>

Functions

In close cooperation with other services, inside and outside the Organization, you will:

- Develop the Organization's site security strategy and ensure continuous improvement of the service through specific projects;
- Manage subcontractors (guards, registration, locks and keys services), calls for tenders, contracts and procurement, including quality assurance and audit;
- Act as the interface with external policing bodies in collaboration with the Host States Relations Service and the Legal Service;
- Ensure compliance with the Organization's rules and procedures for site access to individuals and vehicles and plan special security arrangements for VIP visits;
- Deal with incidents on the CERN site.

Qualifications

Master's degree or PhD or equivalent relevant experience in the field of site security or a related field.

Experience and Competencies:

You have extensive experience in security management of an industrial site and/or university campus and/or international organisation coupled with proven experience in the supervision and monitoring of operational contracts. International experience and protocol experience would be an asset.

Technical competencies:

- Customer service
- Media relations
- Contract management
- Process analysis, definition and improvement
- Quality management

Behavioural competencies:

- Building Relationships:
- Working in Teams:
- Working in the Interest of the Organization:
- Demonstrating Flexibility:
- Demonstrating Accountability:
- Managing Self:
- Achieving Results:
- Communicating Effectively:
- Setting Direction:

Language skills:

Spoken and written English or French: ability to understand and speak the other language in professional contexts. Ability to draw up technical specifications and/or scientific reports and to make oral presentations in at least one of the two languages.

Additional information

Eligibility and closing date:

Diversity has been an integral part of CERN's mission since its foundation and is an established value of the Organization. Employing a diverse workforce is central to our success.

Assessment criteria:

Staff members holding a limited duration contract, ending on or later than 31.12.2018, having successfully completed their probation period.

Closing date for applications: 31.08.2018 at 12:00 pm (noon) Geneva time

Employment Conditions

Contract type: indefinite contract.

These functions require:

- Participation in a regular stand-by duty, including nights, Sundays and official holidays.
- Residence in the immediate vicinity of the Organization's installations.
- A valid diving licence is required.

Job grade: 6-7

Job reference: SMB-DI-2018-27-IC

Et

PI

upload any documents or edit your application further

I'm interested

I'm interested

Refer a friend

Posted by

Emeline DOLMAZON

Share this job



Other jobs at CERN

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Similar jobs

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Senior Site Security Professional

Powered by

SmartRecruiters



POSTES IC
DESSCRIPTIF DE POSTES-COMPÉTENCES

careers.cern/indefinite

COMPETENCES TECHNIQUES ET COMPORTEMENTALES ([Modèle de Compétences du CERN - CCM](#))

[Téléchargez la brochure](#) or [version imprimable](#)

TECHNICAL COMPETENCIES

have been identified from the main domains of expertise of our Organization. Each domain is further divided into sub-domains with a corresponding list of competencies attached to it.



BEHAVIOURAL COMPETENCIES

have been defined as the way in which work is carried out and each competency has been illustrated with indicators of effective and ineffective behaviour. The behavioural competencies identified for our Organization consist of ten core competencies applicable to all staff members and five leadership competencies applicable to staff members in corresponding roles. Details can be consulted at cern.ch/competencies.



COMPETENCES COMPORTEMENTALES

dans les postes IC

SOIT les 10 compétences de base

You have experience in the field of handling, testing and qualification of ASIC components, you are familiar with modern CMOS wafer handling and wafer probing techniques, and you have demonstrated experience to operate modern wafer probe stations.

Moreover, you are experienced in using the latest Integrated Circuit (IC) assembly techniques: wire bonding, bump bonding, ball grid array (BGA), through Silicon Via.

Furthermore, you have extensive experience of ASIC and semiconductor devices in view of designing PCB's for tests and prototype measurements.

Technical competencies:

- Testing and measurement of analog microelectronic circuits, in particular measurements of analog and mixed mode ICs at wafer level;
- Testing and measurement of digital microelectronic circuits, in particular measurements of digital and mixed mode ICs at wafer level;
- Knowledge of radiation effects on electronics and mitigation techniques, in particular in the context of qualifying ICs against radiation;
- Packaging of electronic components, in particular for rapid assembly on test boards;
- Layout of electronic circuit boards.

Behavioural competencies:

- Building Relationships;
- Working in Teams;
- Working in the Interest of the Organization;
- Demonstrating Flexibility;
- Demonstrating Accountability;
- Managing Self;
- Achieving Results;
- Communicating Effectively;
- Solving Problems;
- Learning and Sharing Knowledge.

Language skills:

Spoken and written English or French: ability to draw up technical texts in one of the two languages, as well as ability to understand and speak the other language in professional contexts.

Additional Information

Eligibility and closing date:

Staff members holding a limited duration contract, ending on or later than 31.12.2018, having successfully completed their probation period.

Assessment criteria: candidates will be assessed based on the criteria set out in §§ 56 and 62 of Administrative Circular No.2 (Rev. 7).

Closing date for applications: 31.08.2018 at noon (12:00 pm Geneva time).

OU un mix de compétences managériales et de base

You have a track record of excellence in calorimetry, solid state detectors, and associated electronic systems.

Furthermore, you have experience in data acquisition hardware and software, detector calibration, and commissioning. Including development of medium/large-scale CDAS systems.

You also have managerial experience in a collaborative project.

Finally, being familiar with analysis tools and statistical methods for evaluating, commissioning and operating systems is an advantage.

Technical competencies:

- Knowledge and application of calorimetry methods and techniques, in particular bringing detectors from the prototype phase to operation and exploitation;
- Simulation, design and development of trigger, data acquisition chains, in particular for the LHC/HL-LHC environments;
- Simulation, design and development of (parts of) detectors, including understanding impact of performance on physics analysis;
- Knowledge and application of instrumentation and measurement techniques, including laboratory and beam tests, and detector operation;
- Organisation, planning and control.

Behavioural competencies:

- Bringing the Best out of People;
- Working in the Interest of the Organization;
- Demonstrating Flexibility;
- Leading with Strength and Credibility;
- Achieving Results;
- Communicating Effectively;
- Solving Problems;
- Learning and Sharing Knowledge.

Language skills:

Spoken and written English or French: ability to understand and speak the other language in professional contexts. Ability to draw-up technical specifications and/or scientific reports and to make oral presentations in at least one of the two languages.

Additional Information

Eligibility and closing date:

Staff members holding a limited duration contract, ending on or later than 31.12.2018, having successfully completed their probation period.

Assessment criteria: candidates will be assessed based on the criteria set out in §§ 56 and 62 of Administrative Circular No.2 (Rev. 7).

OU les 5 compétences managériales

Experience and Competencies:

You have demonstrated experience in electrical power distribution engineering, leading complex technical activities (e.g. design, operation, maintenance management) related to HV and LV power networks for large industrial sites.

You also have demonstrated experience in leadership with a proven record of technical and managerial achievements in the scope of large size electrical projects, and the ability to lead large teams.

Furthermore, you have extensive experience in defining and implementing safety aspects of large electrical systems.

Technical competencies:

- Construction, test and commissioning of electrical circuits and networks, including design, installation and operation of high and low voltage electrical distribution networks, substations, switchboards and cabling infrastructures;
- Operation and maintenance of electrical circuits and networks;
- Team management;
- Organisation, planning and control.

Behavioural competencies:

- Bringing the Best out of People;
- Creating Vision and Strategic Partnerships;
- Leading with Strength and Credibility;
- Optimising Resources;
- Setting Direction;

Language skills:

Spoken and written English or French: ability to understand and speak the other language in professional contexts. Ability to draw-up technical specifications and/or scientific reports and to make oral presentations in at least one of the two languages.

Additional Information

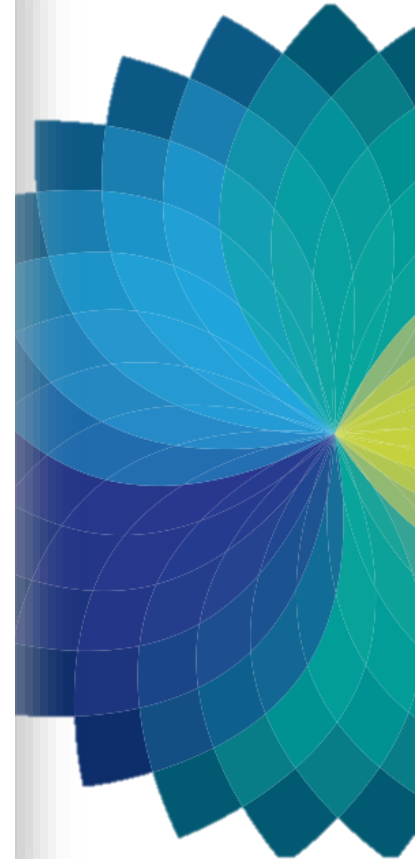
Eligibility and closing date:

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Assessment criteria: candidates will be assessed based on the criteria set out in §§ 56 and 62 of Administrative Circular No.2 (Rev. 7).

Closing date for applications: 31.08.2018 at noon (12:00 pm Geneva time)

Employment Conditions



VOTRE CANDIDATURE

Quelques recommandations



VOTRE CANDIDATURE

PROCESSUS-OUTIL-DATE LIMITE



CV A JOUR (pdf)



MOTIVATION &
FONCTIONS ACTUELLES (pdf, 1 page max.)



Commencez l'identification
de vos référents

LA PREPARATION EST CLE

Il faut tout préparer à l'avance



DATE LIMITE

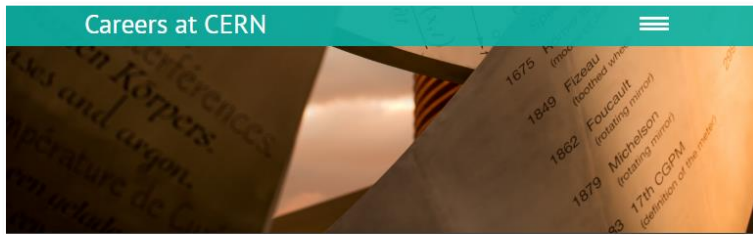
31 août midi

N'attendez pas la dernière minute !

Il est de votre responsabilité de soumettre votre candidature dans les délais impartis

VOTRE CANDIDATURE

careers.cern/indefinite



Posts opened in view of the award of indefinite contracts

Post Number	Department	Group	Benchmark Job title	N of openings	Grade 1	Grade 2
1	EN	CV	Electromechanical Technician	1	3	4
2	EN	CV	Mechanical Technician	1	3	4
3	EN	CV	Computing Technician	1	3	4
4	EN	EA	Mechanical Engineer	1	6	7
5	EN	MME	Mechanical Technician	1	3	4
6	EN	MME	Mechanical Technical Engineer	1	4	5
7	EN	SMM	Mechanical Engineer	1	6	7
8	EN	SMM	Mechanical Technical Engineer	1	4	5
9	EN	SMM	Electronics Engineer	1	6	7
10	EN	EL	Electrical Engineer	1	8	
11	TE	CRG	Electronics Engineer	1	6	7
12	TE	MSC	Applied Physicist	2	6	7
13	TE	MPE	Electrical Technician	1	3	4
14	TE	CRG	Electrical Technician	1	3	4
15	TE	EPC	Electrical Technician	1	3	4



Selectionnez l'emploi dans la liste des postes IC

Site Security Professional (SMB-DI-2018-27-IC)

Geneva, Switzerland

Job Description

Introduction

In the Site Management and Buildings (SMB) Department* and Site Management and Buildings Direction (DI) Group you will be responsible for the site security and access control in compliance with the Organization's rules and procedures.

* SMB department : <https://smb-dip.web.cern.ch/en>

Functions

In close cooperation with other services, inside and outside the Organization, you will:

- Develop the Organization's site security strategy and ensure continuous improvement of the service through specific projects;
- Manage subcontractors (guards, registration, locks and keys services), calls for tenders, contracts and procurement, including quality assurance and audit;
- Act as the interface with external policing bodies in collaboration with the Host-States Relations Service and the Legal Service;
- Ensure compliance with the Organization's rules and procedures for site access to individuals and vehicles and plan special security arrangements for VIP visits;
- Deal with incidents on the CERN site.

Qualifications

Master's degree or PhD or equivalent relevant experience in the field of site security or a related field.

Experience and Competencies:

You have extensive experience in security management of an industrial site and/or university campus and/or international organisation coupled with proven experience in the supervision and monitoring of operational contracts. International experience and protocol experience would be an asset.

Technical competencies:

- Customer service
- Media relations
- Contract management
- Process analysis, definition and improvement
- Quality management

Behavioural competencies:

- Building Relationships:
- Working in Teams:
- Working in the Interest of the Organization:
- Demonstrating Flexibility:
- Demonstrating Accountability:
- Managing Self:
- Achieving Results:
- Communicating Effectively:
- Setting Direction:

Language skills:

Spoken and written English or French: ability to understand and speak the other language in professional contexts. Ability to draw-up technical specifications and/or scientific reports and to make oral presentations in at least one of the two languages.

Additional Information

Eligibility and closing date:

Diversity has been an integral part of CERN's mission since its foundation and is an established value of the Organization. Employing a diverse workforce is central to our success.

Assessment criteria:

Staff members holding a limited duration contract, ending on or later than 31.12.2018, having successfully completed their probation period.

Closing date for applications: 31.08.2018 at 12:00 pm (noon) Geneva time

Employment Conditions

Contract type: Indefinite contract.

These functions require:

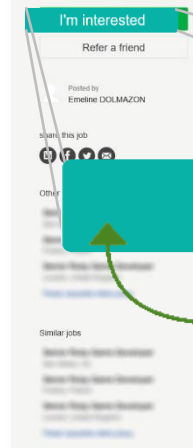
- Participation in a regular stand-by duty, including nights, Sundays and official holidays;
- Residence in the immediate vicinity of the Organization's installations;
- A valid driving licence is required.

Job grade: 6-7

Job reference: SMB-DI-2018-27-IC

Benchmark Job Title: Site Security Professional

Please make sure you have all the documents needed to hand as you start your application, as once it is submitted, you will not be able to upload any documents or edit your application further



I'm interested
Click here!

Sans activité dans un délai de 60 minutes = votre session expirera = vous devrez recommencer

...
Soyez prêt.e.s

CV

Lettre de motivation + descriptif de fonctions

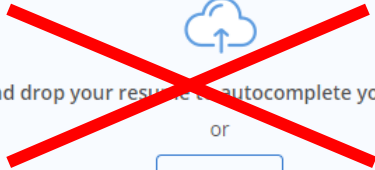
VOTRE CANDIDATURE

Formulaire de candidature – page 1

I'm interested

Use one of the options to prefill your application

You can still fill your profile manually


Drag and drop your resume to autocomplete your application
or

Personal information



First name *

Marylin

Last name *

MONROE

Email *

marylin.monroe@cern.ch

Confirm your email *

marylin.monroe@cern.ch

Location

Phone number

+33 6 12 34 56 78

Utilisez votre adresse email CERN

VOTRE CANDIDATURE

Formulaire de candidature – page 1

Téléchargez votre CV au format pdf

Merci de bien vouloir laisser ce cadre vide, il ne sera pas pris en compte

On the web

LinkedIn

Facebook


Twitter

Website

Resume [+ ADD RESUME](#)

Message to Hiring Manager

Let the company know about your interest working there

powered by  SmartRecruiters

[NEXT](#)

Next = page 2

VOTRE CANDIDATURE

Formulaire de candidature – page 2

MOTIVATION/
FONCTIONS ACTUELLES
ayant pour nom
«motivation_votre
nom»

Ajoutez votre CV
ayant pour nom
«CV_votre nom» ici
Si cela n'a pas été
fait sur la page
précédente

+ Add file

The following questions will help us in determining your eligibility for the IC post you are applying for, and/or serve for statistical purposes. Only your attachments (CV, current functions & motivation) will be part of your application file and shared with the CCRB board members.

Les questions suivantes nous aideront à déterminer votre éligibilité au poste IC pour lequel vous postulez et/ou serviront à des fins statistiques. Seules vos pièces jointes (CV, fonctions actuelles & motivation) feront partie de votre dossier de candidature et seront partagées avec les membres du conseil d'administration du CCRB.

What is your CERN ID? Quel est votre identifiant personnel CERN?

Please indicate your CERN e-mail address/Merci d'indiquer votre adresse e-mail CERN

What is your current benchmark job title? Quel est le titre de votre emploi repère actuel?

I confirm I have provided a CV in support of my application. If not, please attach it below (Additional attachments). / Je confirme avoir fourni un CV en support de ma candidature. Sinon, veuillez l'ajouter ci-dessous (Additional attachments)

• I confirm I have provided a short description of my current functions and a short motivational statement (max. 1 page) in support of my application. If not, please attach it below (Additional attachments). / Je confirme avoir fourni un descriptif de mes fonctions actuelles et lettre de motivation (max. 1 page) en support de ma candidature. Sinon, veuillez l'ajouter ci-dessous (Additional attachments).

VOTRE CANDIDATURE

Formulaire de candidature – page 2

The following questions are solely required for statistical purposes and will have no impact on your application.
Les informations suivantes sont exclusivement destinées à des fins statistiques et n'ont aucune incidence sur votre candidature.

What is your birth year? / Quelle est votre **année de naissance** ?

Gender / Genre

Please indicate your CERN Member or Associate Member State (passport) nationality from the list below.
(you can consult the full list of CERN Member States here: <https://home.cern/about/member-states>)

Veuillez indiquer votre **nationalité** (passeport) d'un état membre ou associé dans la liste ci-dessous.
(vous pouvez consulter la liste de nos états membres et associés ici: <https://home.cern/about/member-states>)

If you hold a second nationality (passport), or if you do not hold a CERN Member or Associate Member State nationality, please select from the list below (if applicable).

Si vous avez une **deuxième nationalité** (passeport) ou si vous n'êtes pas titulaire d'une nationalité d'un état membre ou d'un état membre associé du CERN, merci de sélectionner une éventuelle autre nationalité dans la liste ci-dessous:

BACK

SUBMIT



Back =
informations
de la page 2
seront
perdues

Attention:
Les ressortissants
des Etats Membres
associés ne sont pas
éligibles

VOTRE CANDIDATURE

Candidature soumise

The screenshot shows the CERN Candidate Portal interface. At the top, there's a navigation bar with 'New', 'In review', 'Interview', and 'Offer' tabs. A modal window is open with the CERN logo and the text 'Application submitted!'. Below this, it says 'Welcome to your Candidate Portal' and lists three checkmarks: 'Track the status of your job application', 'Communicate with the hiring team', and 'Manage and access your data'. At the bottom of the modal is a blue button that says 'I understand' and the text 'Powered by SmartRecruiters'. A footer at the very bottom reads 'SMARTRECRUITERS PRIVACY POLICY AND TERMS OF USE'.

Accusé de réception

E-mail d'éligibilité

From: CERN <notifications@smartrecruiters.com>
Sent: Friday,
To: >
Subject: LD2IC process - Acknowledgement of receipt application / Accusé de réception de candidature

PLEASE DO NOT REPLY directly to this e-mail. If you have any questions, please contact Cerb.Planning@cern.ch

Acknowledgement of receipt- application for position

La version française suit le texte anglais

--

Dear xxx,

Thank you for submitting your application for the position of xxx.

Please make sure that you have submitted all required information (CV and motivational statement including current functions) upload by 31 August latest.

All applications will be carefully screened over the next weeks. If your eligibility for this position is confirmed, you will receive an email informing you of the next steps.

Kind regards,

Your HR team (HR-PXE)

Email subject: LD2IC process - Your eligibility for [m_job_title]

Dear [m_applicant_first_name] ,

Thank you for your application for [m_job_title] .

We are happy to confirm that you are eligible for this IC post.

What happens next?

Kindly complete your application by sending us two references by 15 September (template: <https://cds.cern.ch/record/2632584>).

You can expect to hear back from us in a few weeks: we will soon review your CV and let you know if you will be invited for an interview.

Ready to start preparing? Here is an overview of the candidate journey for candidates [link], summary of the [selection process](#), and [FAQ](#).

In case you have questions, I am happy to help.

Best regards,

[Name]

Your HR team (HR-PXE)

Lien vers le modèle de lettre de référence

Le modèle de lettre référence est aussi disponible dans l'admin e-guide

PROFIL DU TITULAIRE POSTULANT

Johnny Cruz
Business Development Manager at Amgen Inc.
Sacramento, CA
Johnny_Cruz8499@mailinator.com

Send Johnny Cruz a message

Experience

- 2000 - Current**
Business Development Manager
Amgen Inc.
Launched a fully mobile solution
Tripled Recruiter productivity
Increased collaboration with hiring managers
- 1996 - 2000**
Training Specialist
Oaktree Capital Group, LLC
Developed area budgets in partnership with division leaders
Reduced total cost of ownership by 50%
Implemented new client onboarding programs which improved retention by 8%
- 1992 - 1996**
Marketing
Staples, Inc.
Developed highly scalable SaaS architecture
Created advanced analytics and deployed to business leaders in 12 countries.
- 1985 - 1992**
Marketing
Abbott Laboratories
Managed a team of four
Integrated a marketplace of vendors

Education

- 1980 - 1986**
B.A. - Biology
Freie Universitat Berlin

Product Analyst
Burlington, VT • REF39R
From Default Career Page
on Jan 31, 2018

New

Progress bar: New (filled), In Review, Interview, Offered, Hired

Move forward | Reject

Attachments

- *CV_Cruz
- *Motivation_Cruz

Other applications

All applications
View all past and previous applications at once

- Reliability Engineer**
New
- Product Specialist**
Transferred

See all

Application fields

Accédez à votre dossier de candidature à n'importe quel moment dans SmartRecruiters

TITULAIRES SUR LISTE RESTREINTE ET INVITATIONS

Critères pour la liste restreinte :

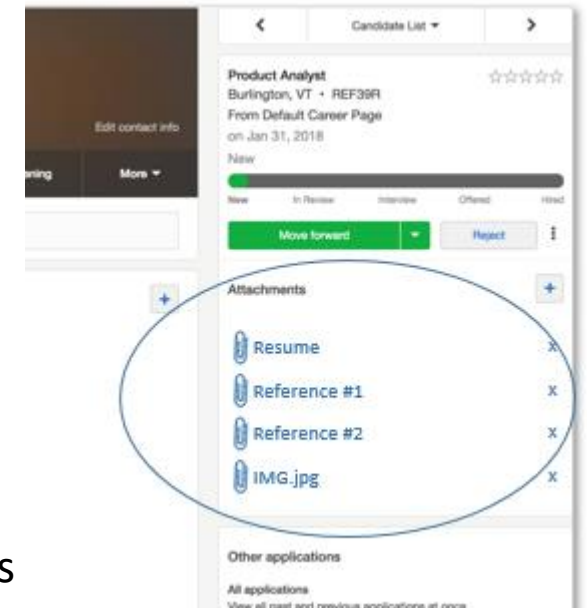
Seuls les candidats dont les compétences techniques, les qualifications et/ou l'expérience professionnelle correspondent à celles stipulées dans l'avis d'ouverture de poste en vue de l'octroi d'un contrat de durée indéterminée peuvent figurer sur la liste restreinte.

[§ 56 de la Circulaire Administrative](#) No. 2 (Rev. 7)

Prochaines étapes si vous faites partie de la liste restreinte :

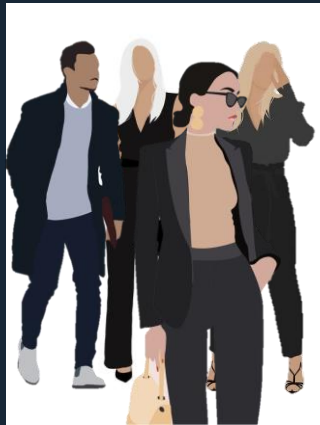
Vous recevrez une invitation à participer à un entretien avec le panel du poste IC. Ainsi, vous devrez fournir (dans SmartRecruiters) les documents suivants le plus rapidement possible, **et au plus tard le 15 septembre :**

- Vos 3 derniers rapports de performance (MERIT et si besoin évaluation de mi/fin de période probatoire)
Comment ?
 - En répondant à l'e-mail d'éligibilité ou d'invitation et en y joignant les documents
 - En accédant à votre profil de candidat sur le portail de candidature et en les téléchargeant sous "attachments"
- 2 références (voir prochaines diapositives)



REFERENCES

Quel est le but ? Avoir un point de vue additionnel sur votre travail



PERSONNES ADEQUATES



1 sur 2 peut être externe au CERN



Votre superviseur a déjà donné son avis

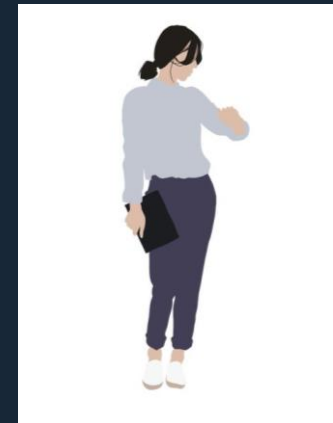


Chefs du département HR et du département concerné, membres du panel et président.e du CCRB ne sont pas autorisés



EXEMPLES PERTINENTS

Quelqu'un en capacité de donner un exemple pertinent de situations de travail mettant en avant vos compétences.




DATE LIMITE

Au plus tard le 15 septembre

Il est de votre responsabilité de vous assurer que les références soient téléchargées en temps et en heure.

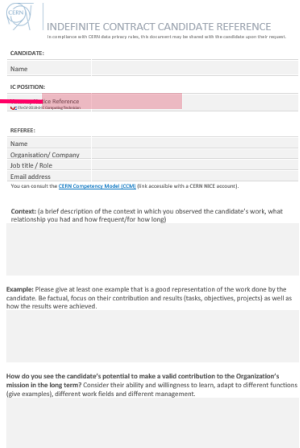
REFERENCES

x2




VN reference nbr ex :
EP-XXX-2022-XXX-IC

DESCRPTIF DE POSTE
careers.cern/indefinite



LETTRE DE REFERENCE
<http://cds.cern.ch/record/2632584>



TELECHARGEMENT
= référent télécharge la lettre
grâce au lien dédié

LETTRES DE REFERENCE : le contenu en bref

1. Rappel du contexte qui explique la relation professionnelle entre vous et le référent (zone de texte libre)
2. Au moins un exemple représentatif (zone de texte libre)
3. L'avis du référent sur votre potentiel à long terme (zone de texte libre)
4. Un tableau structuré évaluant certaines compétences comportementales
5. Des commentaires additionnels pour donner plus de contexte sur l'évaluation



INDEFINITE CONTRACT CANDIDATE REFERENCE

In compliance with CERN data privacy rules, this document may be shared with the candidate upon their request.

CANDIDATE:

Name	
------	--

IC POSITION:

Vacancy Notice Reference EN-CV-2018-4-IC Computing Technician	
--	--

REFEREE:

Name	
Organisation/ Company	
Job title / Role	
Email address	

You can consult the [CERN Competency Model \(CCM\)](#) (link accessible with a CERN NICE account).

Context: (a brief description of the context in which you observed the candidate's work, what relationship you had and how frequent/for how long)

Example: Please give at least one example that is a good representation of the work done by the candidate. Be factual, focus on their contribution and results (tasks, objectives, projects) as well as how the results were achieved.

How do you see the candidate's potential to make a valid contribution to the Organization's mission in the long term? Consider their ability and willingness to learn, adapt to different functions (give examples), different work fields and different management.

LETTRES DE REFERENCE : FORMULAIRE

Thinking about the example(s) you just provided above, and based on objective observations, would you say that the candidate:

Rate between 1 and 10, (10 being the most positive score).
Mark "Don't know/Not applicable" if you have not observed the behavior or if the question doesn't apply to the candidate

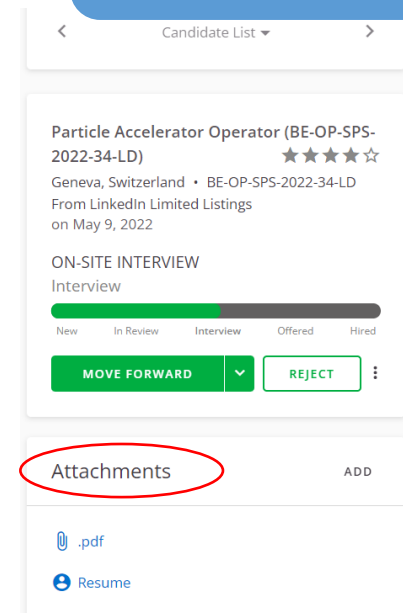
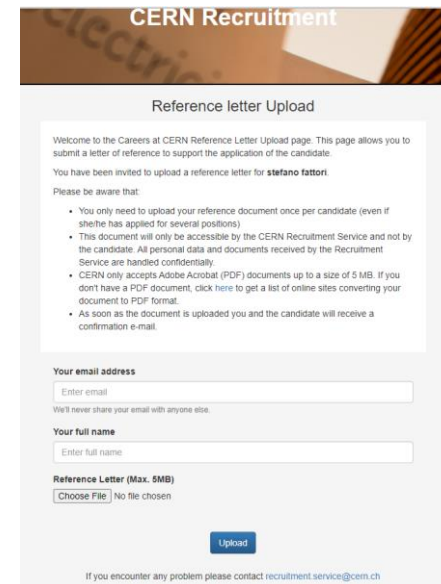
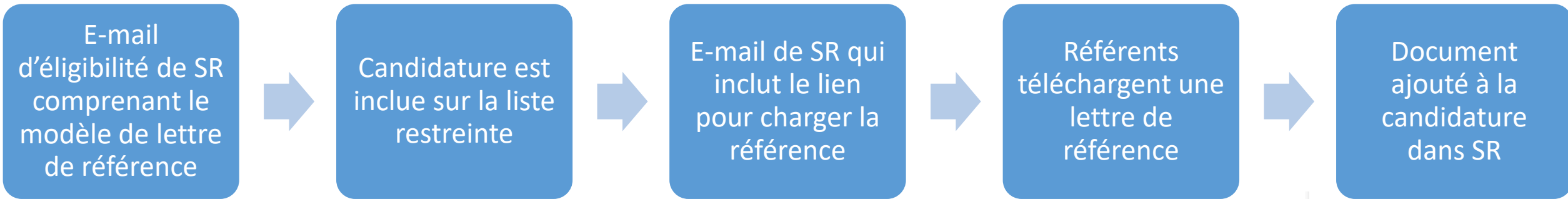
	1	2	3	4	5	6	7	8	9	10	I don't know Not Applicable
Was reliable and could be trusted to deliver (mostly on schedule)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was flexible, adapted to circumstances and was open to integrate other people's views	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Was able to build positive working relationships with colleagues and/or clients	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated integrity and good work ethics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treated everyone respectfully (irrespective of status, gender, nationality and other diversity aspects)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If applicable, demonstrated vision and leadership in their job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I would want the candidate in my team (Please do not consider technical aspects but focus on behavioral aspects)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Additional Comments (feel free to add a general comment or add context on your rating):

Thanks for your feedback! Please save this reference in PDF and upload it following the instruction in the email you received.

LETTRES DE REFERENCE : PROCESSUS



CANDIDATURE IC COMPLETE POUR LES TITULAIRES DE LA LISTE RESTREINTE

AU 31.08 A MIDI

AU 15.09 FIN DE JOURNEE

FORMULAIRE DE CANDIDATURE

Are you currently a Staff member of personnel? / Êtes vous actuellement un membre du personnel Titulaire?*

What is your person ID? (You can find it under the barcode on your CERN badge - DO NOT USE YOUR CERN ID) / Quel est votre identifiant personnel? (Vous pouvez le trouver sous le code barre de votre badge CERN - N'UTILISEZ PAS VOTRE CERN ID)

As a Staff member, have you completed your probation period? / En tant que membre titulaire, avez-vous complété votre période probatoire?*

What is your current job title? / Quel est le titre de votre poste actuel?*

Please explain briefly your current functions. / Veuillez décrire brièvement vos fonctions actuelles. (max.1440 char.)*

What is your motivation for applying for this job? / Quelles sont vos motivations pour cette candidature? (max.1440 char.)*

I confirm I have provided a CV in support of my application. / Je confirme avoir fourni un CV en support de ma candidature. (Additional attachments) / Je confirme avoir fourni un CV en support de ma candidature. (Annexes additionnelles)

Additional attachments

The following questions are solely required for statistical purposes and will have no impact on your application. Les informations suivantes sont exclusivement destinées à des fins statistiques et n'ont aucune incidence sur votre candidature.

What is your birth year? / Quelle est votre année de naissance?*

Gender / Genre*

Please indicate your CERN member or associate member state nationality from the list below. (you can consult CERN member states here: https://home.cern/about/membership-states) Veuillez indiquer votre nationalité d'un état membre ou associé dans la liste ci-dessous. (vous pouvez consulter la liste de nos états membres et associés ici: https://home.cern/about/membership-states)*

If you hold a second nationality, or if you do not hold a member or associate member state nationality, please select from the list below (if applicable) / Si vous avez une deuxième nationalité ou si vous n'êtes pas titulaire d'une nationalité d'un état membre ou d'un état membre associé, merci de sélectionner une éventuelle autre nationalité dans la liste ci-dessous.

By clicking submit I consent to the processing of my personal data for the intention and purposes related to recruitment at CERN. I understand in particular that my application data will be retained by CERN for up to 24 months after the completion of the latest recruitment process I have applied for, with a view to being considered for any suitable vacancy matching my profile, without prejudice to my right to request the deletion of my personal data at any time. For further information please contact recruitment.services@cern.ch.

By ticking this box, you certify that the statements made by you in answer to the foregoing questions are true, complete and accurate to the best of your knowledge and belief. Any misrepresentation or material omission you make in the course of its completion may result in CERN's withdrawal of the offer of employment or may lead to disciplinary measures, as applicable. Kindly note that CERN retains the right to verify any document you submit in connection with the application procedure.*

By checking this box you will declare that you read and understand the CERN'S PRIVACY POLICY, AND AGREE TO THE SMARTRECRUITERS PRIVACY POLICY AND SMARTRECRUITERS TERMS OF USE.*

Submit Cancel

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ANDREW SMITH
EMPLOYEES BUSINESS

INFO

Sample your name
+123 890 123 456
yourname@gmail.com
06-123456789

POWER CHARGE

Photography
Illustrator
Subdesign
Adobe Flash

EDUCATION

2013 - 2015
Junior High school
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

2013 - 2015
Junior High school
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

ABOUT ME

Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since, when an unknown printer set a type specimen of the type.

EDUCATION

2008 - 2012
Junior High school
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

2013 - 2014
Junior High school
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

2014 - 2016
Junior High school
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

EXPERIENCE

2013 - 2015
Graphic Design
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

2016 - 2017
Graphic Design
Lorem Ipsum is simply dummy text that a reader will be distracted by the readable content.

**- CV +
- MOTIVATION & DESCRIPTIF DE
FONCTIONS ACTUELLES**

and theoretical arguments (e.g. hierarchy problem). In this broad context, the physics program for HL-LHC in the longer term, and the CERN LPPC is an ideal context for the development and discussion of global EFT interpretations, with the newly established LHC EFT Working Group.

After the completion of the physics analysis on LHC Run 2 data, the next substantial increase in integrated luminosity will only come at the end of the LHC Run 3, offering a window of opportunity for improving or re-designing the strategy and methods of the analyses. Some specific topics that I would be interested in are the analyses for tH and tHt production, and the interpretation of measurements in the Higgs boson sector to set constraints to physics beyond the standard model in context of effective field theories (EFT). These three topics are tightly interconnected, and key in fully understanding the electroweak symmetry breaking, the nature and role of the Higgs boson. The EFT paradigm will also allow for a combined and consistent interpretation of CMS measurements in the Higgs boson, electroweak and top quark physics areas, and combination with constraints from other non-LHC experiments, neither of which is possible with the more restricted paradigm currently being used to probe Higgs boson couplings (x framework). I could pursue these topics by contributing directly to the analysis, by supervising Fellows and other students, and collaborating with other institutes in CMS. All these topics have also a natural continuation in the physics program for HL-LHC in the longer term, and the CERN LPPC is an ideal context for the development and discussion of global EFT interpretations, with the newly established LHC EFT Working Group.

Among the possible extensions to the standard model, supersymmetry is possibly the best motivated one conceptually and phenomenologically. Thus, early in LHC Run 2, I have worked also on direct searches for supersymmetric particles, and in particular on the challenging compressed scenarios, introducing important improvements to the search strategies and new ideas. More recently I have started a search for short-lived highly-ionizing particles,



IC CANDIDATE REFERENCE

CANDIDATE:

Name: Marylyn MOIVROE

IC POSITION:

Vacancy Notice Reference: SMB-DI2018-27-IC
IC: ERM-CO-2018-A-C Computing Technician

REFEREE:

Name: Billy WILDER
Organisation/ Company: Hollywood Production
Job title / Role: filmmaker
Email address: Billy.wilder@gmail.com

You can consult the [CERN Competency Model \(CCM\)](#) (link accessible with a CERN NICE account).



**2 REFERENCES +
3 RAPPORTS DE PERFORMANCE**

Context: (free text)

Example 1:

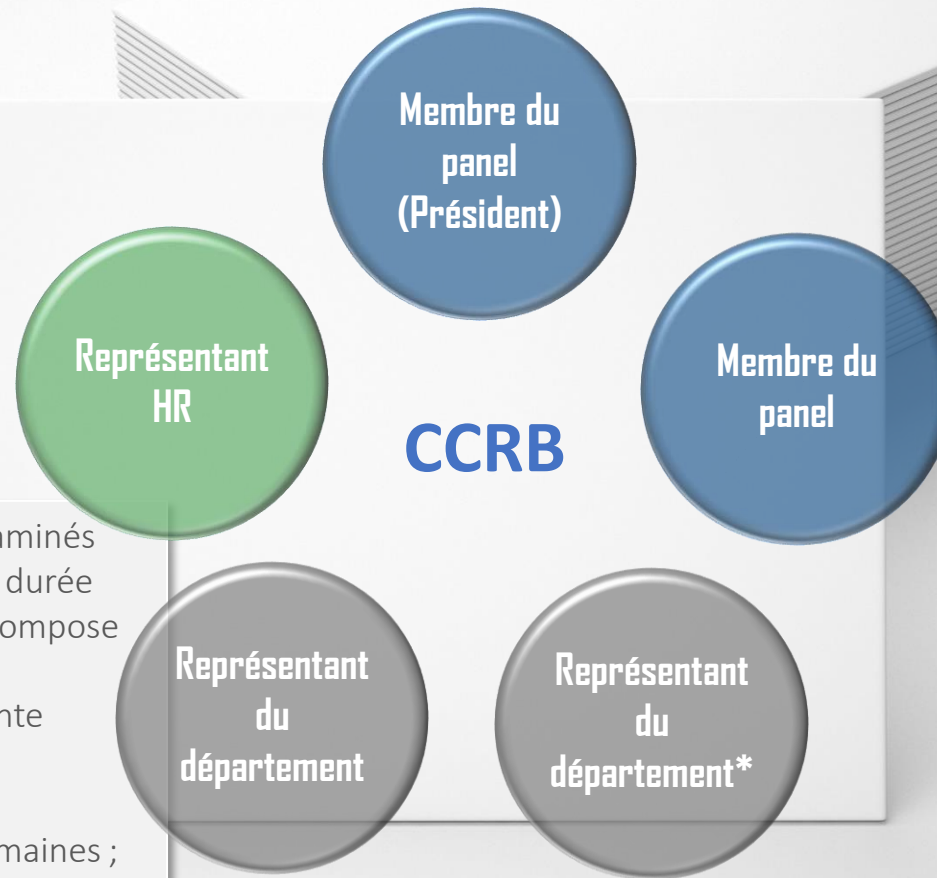
Lorem Ipsum dolor sit amet, consectetur adipiscing elit. Aenean et nisl ut ligula aliquet efficitur ac vel felis. Nunc tincidunt, justo a pretium gravida, urna est maximus ligula, non conondo lacus lectus non diam. Nam vel velit odio. Suspendisse pulvinar sagittis massa, quis congue nulla tincidunt suscipit. Maecenas et mauris malesuada, lobortis libero vel, ornare est. Vestibulum ultricies condimentum venenatis. Aliquam fermentum, erat sed elementum pharetra, elit nisi tempor lorem, a bibendum enim leo sit amet sapien.

Aenean et nisi vestibulum, sodales orci eget pharetra nisi. Proin quis mattis augue, consequat pellentesque nunc. Pellentesque quis gravida lectus. Nam quis quam ac leo bibendum mattis. Pellentesque fringilla viverra consequat. Praesent placerat dapibus massa quis tempor. Cras malesuada sed quam sed elementum. Vestibulum ante ipsum primis in faucibus orci luctus et ultrices posere cubilia Curae; In mollis quis urna ac ultricies. Sed hendrerit ornare neque, ac aculis tortor aliquam varius. Curabitur bibendum elementum tortor ut consectetur. Morbi eget sagittis velit. Nam varius elementum pellentesque. Donec condimentum et tortor non lacinia. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas.



COMITÉ D'ÉVALUATION POUR L'OCTROI DES CONTRATS DE DURÉE INDÉTERMINÉE (CCRB)

Composition



Les candidats faisant partie de la liste restreinte sont examinés par un Comité d'évaluation pour l'octroi des contrats de durée indéterminée (ci-après « Comité d'évaluation ») qui se compose d'un ou plusieurs :

- membre(s) du Collège défini à l'Annexe I de la présente circulaire ;
- représentant(s) du département ouvrant le poste ;
- représentant(s) du Département des Ressources humaines ;
- expert(s) d'autres départements (selon les besoins).

*peut être le chef de groupe

COMITÉ D'ÉVALUATION POUR L'OCTROI DES CONTRATS DE DURÉE INDÉTERMINÉE (CCRB)

Evaluation

- ❑ Formulaire de candidature
- ❑ CV
- ❑ Motivation incl. fonctions actuelles
- ❑ 3 derniers rapports de performance

Dossier de candidature

Références

x2

Critères d'évaluation:

“Les candidats figurant sur la liste restreinte sont évalués et examinés au regard des **compétences techniques et comportementales** indiquées dans la vacance de poste, et également, afin de déterminer s'ils disposent du **potentiel** requis pour contribuer valablement à long terme à la mission de l'Organisation”
[§ 62 de la Circulaire Administrative No. 2 \(Rev. 7\)](#)

Entretien

Éléments additionnels (si nécessaire)

Evaluation

L'évaluation peut aussi comprendre :

- ❖ Entretiens individuels
- ❖ Discussions additionnelles avec un candidat
- ❖ Tests pratiques, oraux ou écrits
- ❖ Présentation de documents de thèse ou de projet

- ❖ 15' présentation du/de la titulaire
- ❖ 30' session de questions/réponses



VOTRE ENTRETIEN (en présentiel)

Durée totale :
45 minutes



présentation
du/de la titulaire
15 minutes max.



échanges
& questions:
30 minutes



TIMING

30 minutes maximum



LANGUES

Entretien conduit dans les deux langues



QUESTIONS

Tout type de questions afin d'évaluer
votre expérience, vos compétences
techniques & comportementales et votre
potentiel

VOTRE PRESENTATION

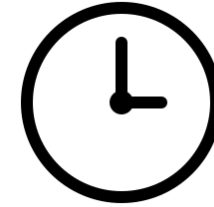
Durée totale :
45 minutes



présentation
du/de la titulaire
15 minutes max.



échanges
& questions:
30 minutes



TIMING

15 minutes maximum
Répétez, répétez, répétez!



PRESENTATION



LANGUES

Présentation dans votre langue préférée
(anglais ou français)



CONTENU

Pensez aux messages clés concernant votre
expérience, vos compétences techniques &
comportementales et votre potentiel

COMITÉ D'ÉVALUATION POUR L'OCTROI DES CONTRATS DE DURÉE INDÉTERMINÉE (CCRB)

Recommandation

Le Comité d'évaluation émet une recommandation

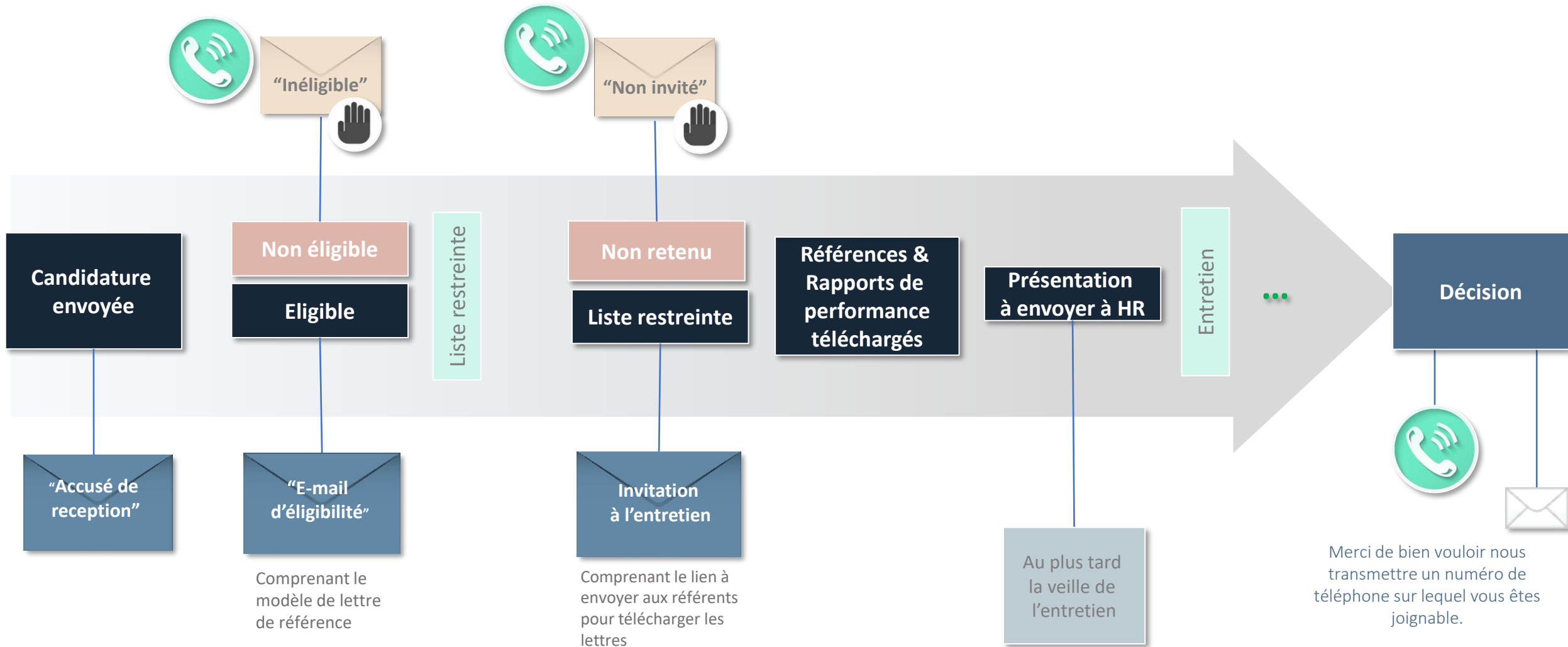
et la Directrice Générale prend la décision finale.



L'information officielle ne peut venir que du représentant RH.

Tous les titulaires interviewés seront informés verbalement par le représentant RH, et par écrit (e-mail), qu'ils aient été sélectionnés ou non pour un poste.

FLUX DE COMMUNICATIONS



SESSIONS D'INFORMATION

Date	Heure	Langue
12 juillet 2023	14h00 – 15h30	FRANCAIS / EN LIGNE
18 juillet 2023	10h30 – 12h00	ENGLISH / ON-SITE 593/R-010 - Room 11
15 août 2023	10h30 – 12h00	ENGLISH / REMOTE

Toutes les sessions seront enregistrées.

ASSISTANCE LD2IC

Assistance et conseil = [HRA](#)

*Conseils génériques (pas de répétition
ou de revue de présentation)
Assistance logistique pour la
candidature
Réponse aux questions standards*

Problèmes techniques
= [Service Desk](#)

Questions de processus = [Equipe CCRB](#)

**N'attendez pas
la dernière
minute !**