

BUILDINGS AND SUPPLIES (AD7)

Four profiles:

1. Project management (PM) in the building sector
2. Architecture and PM
3. Electrical engineering and PM
4. Heating, ventilation, and air conditioning engineering and PM



YASEMOSEUROPEOS.COM

For more info: yasemoseuropeos.eu



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• Overview

2

• The application – eligibility

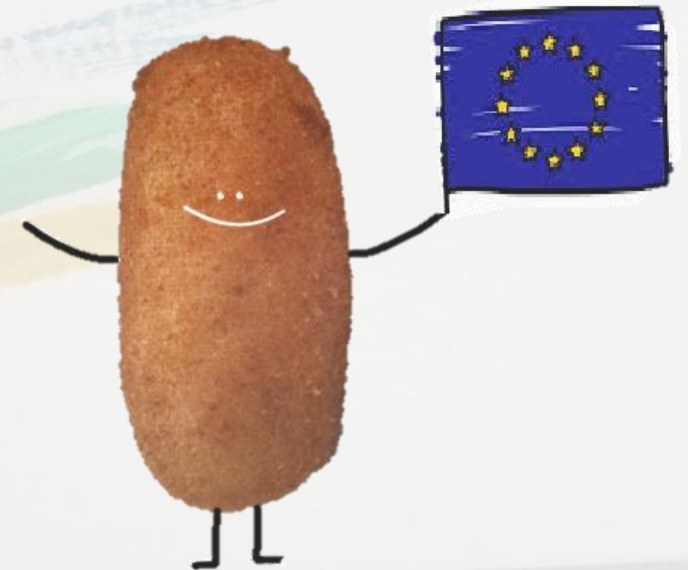
3

• Test and Resources

4

• Q & A

This presentation has been prepared following the notice of competition, real candidates experience, your doubts and our best advices. Probably we'll have answer to your question but not in the slide you expect, just be patience



Overview

Language	Seats	Candidates	Your chances
Field 1 - Project management in the building sector	153	?	ALL
Field 2 - Architecture and project management	75	?	ALL
Field 3 – Electrical engineering and project management	93	?	ALL
Field 4 - Heating, ventilation, and air conditioning (HVAC) engineering and project management	90	?	ALL

At least 25% up to 33% will fail in the reasoning
Other 15-20% won't prepare anything
Don't make mistakes and you will be in the list

You can only apply to one profile

The reserve list gives you a right to be candidate, not a position. Focus on being on the list (YSE will help you once there)

Key items and conditions for all

All candidates will be invited to the exam.

Exam will be in 1 day! No chance of changing the date

You won't have any result until the end of the process

You will use the new platform ATO (1st competition)

General participation conditions are simple :

A candidate must:

- (1) be a national of one of the Member States of the EU and enjoy full rights as a citizen;
- (2) have fulfilled any obligations imposed on them by the laws concerning military service; and
- (3) meet the character requirements for the duties concerned.

3.2. Specific conditions – languages

A candidate must have knowledge of at least two official EU languages, as provided for in Section 4.2.

- (i) language 1: C1 (very good or native-speaker level)
- (ii) language 2 minimum B2 (you don't need a certificate)

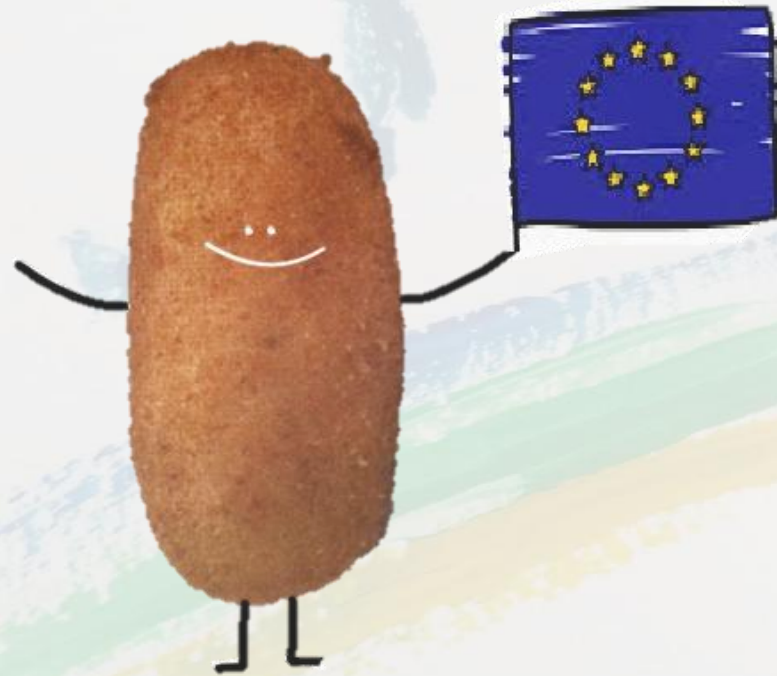
Conditions

4.2. Languages used in this competition

- (a) The [Staff Regulations](#) ⁽¹⁾ stipulate that an official may only be appointed on condition that they produce evidence of a thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of their duties.
- (b) Therefore, in this competition, a candidate must have a thorough knowledge (minimum C1 level) of at least one of the 24 official EU languages and a satisfactory knowledge (minimum B2 level) of a different language to be chosen among the remaining 23 official EU languages. The minimum levels indicated here apply to each linguistic ability (listening, reading, spoken interaction, spoken production, and writing) requested in the application form. These abilities reflect those of the [Common European Framework of Reference for Languages](#) ⁽²⁾.
- (c) For ease of reference, those languages will be referred to as 'language 1' and 'language 2'.
- (d) The languages will be used in different phases of the competition as indicated in Table 2.

Competition phase	Tests	Language
Application	—	Any of the 24 official EU languages
Testing	Reasoning tests	Language 1
	Field-related MCQ test	Language 2
	Written test	Language 2

**Let's see first the academic experience required
and how it changes the years of experience
required**



Am I eligible? Field 1

AD7 minimum 4 years of relevant experience

Project management in the building sector

Option 1

university-level studies of **at least 3 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **7 y relevant experience**)

Option 3

university-level studies of **at least 5 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **5 y relevant experience**)

Option 2

university-level studies of **at least 4 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **6 y relevant experience**)

Option 4

university-level studies of **at least 6 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **4 y relevant experience**)

Am I eligible? Field 2

AD7 minimum 4 years of relevant experience

Architecture and project management

Option 1

university-level studies of **at least 3 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **7 y relevant experience**)

Option 3

university-level studies of **at least 5 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **5 y relevant experience**)

Option 2

university-level studies of **at least 4 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **6 y relevant experience**)

Option 4

university-level studies of **at least 6 years**, attested by a diploma in architecture or engineering (both with the focus on the building sector + **4 y relevant experience**)

Am I eligible? Field 3

AD7 minimum 4 years of relevant experience

Electrical engineering and project management

Option 1

university-level studies of **at least 3 years**, attested by a diploma in **+ 7 y relevant experience**

Option 2

university-level studies of **at least 4 years**, attested by a diploma in **+ 6 y relevant experience**

Option 3

university-level studies of **at least 5 years**, attested by a diploma in **+5 y relevant experience**

- (i) Audio engineering
- (ii) Building services engineering
- (iii) Civil engineering
- (iv) Construction engineering
- (v) Electrical engineering
- (vi) Energy engineering
- (vii) Engineering design
- (viii) Environmental engineering
- (ix) Industrial engineering
- (x) Mechanical engineering
- (xi) Systems engineering
- (xii) Telecommunication engineering
- (xiii) Other engineering specialities linked to the building sector

Am I eligible? Field 4

AD7 minimum 4 years of relevant experience

HVAC engineering and project management

Option 1

university-level studies of **at least 3 years**, attested by a diploma in **+ 7 y relevant experience**

Option 2

university-level studies of **at least 4 years**, attested by a diploma in **+ 6 y relevant experience**

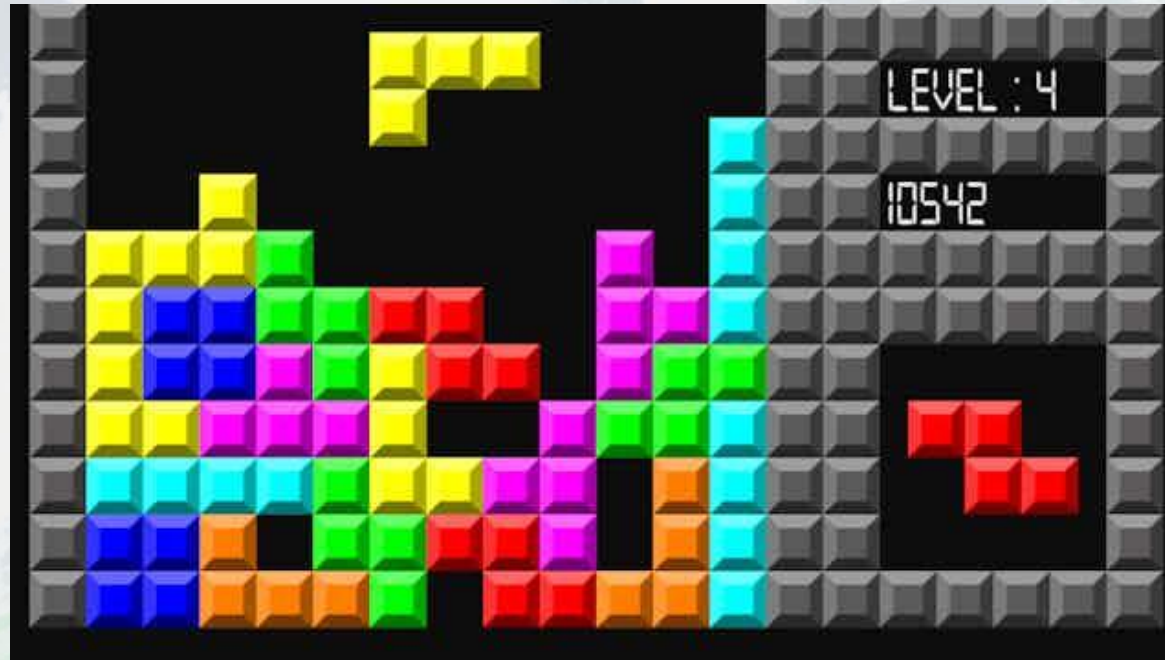
Option 3

university-level studies of **at least 5 years**, attested by a diploma in **+5 y relevant experience**

- (i) Building services engineering
- (ii) Civil engineering
- (iii) Construction engineering
- (iv) Electrical engineering
- (v) Energy engineering
- (vi) Engineering design
- (vii) Environmental engineering
- (viii) Hydraulic engineering
- (ix) Industrial engineering
- (x) Mechanical engineering
- (xi) Systems engineering
- (xii) Telecommunication engineering
- (xiii) Other engineering specialities linked to the building sector

Now let's talk about relevant experience for each field and how to demonstrate it.

Reminder - We have edited some of the texts to fit in the ppt, then you are advised to read the notice! **The notice is the only valid document of reference**



All fields include combined experience A (nature) + B (scope)

A. Nature of experience. To be taken into account, a period of professional experience must

- (I) consist of experience gained through work on projects/buildings (♣) with a constructed/renovated area of at least 2 000 m² per project/building and
- (II) either consist of project management experience or include five or more of the following activities in the building sector (see also Section 2.3, particularly point 2.3(1)(e), of the General rules):
 - (i) Establishment of the framework of a project (*inter alia* governance, objectives, and KPIs)
 - (ii) Collection of client/project requirements and programme development
 - (iii) Cost management (estimating costs, elaborating budgets, and/or verifying costs)
 - (iv) Management of changes and variations to the project's scope
 - (v) Communication and information management
 - (vi) Scheduling and time management (using, for example, Gantt chart, PERT chart, scheduling applications, project-management software, etc.)
 - (vii) Risk analysis and management
 - (viii) Drafting of technical studies for building projects
 - (ix) Technical coordination of, follow up on, and verification of technical studies for building projects
 - (x) Procurement and/or tender evaluation
 - (xi) Contract management
 - (xii) Technical coordination of, follow up on, and verification of works
 - (xiii) Construction supervision, including commissioning and handover
 - (xiv) Maintenance of building
 - (xv) Management and coordination of in-house stakeholders (project-development team, maintenance and user departments' staff, etc.) and external stakeholders (health and safety coordinators, consultancy firms, public authorities, inspection bodies, etc.)
 - (xvi) Resources management (team, physical, and material resources)
 - (xvii) Environmental management of building projects, including energy, waste, or other resources.



B. Scope of experience. Moreover, across the periods of experience taken into account (see point A above), the candidate must have either:

- (I) worked on at least one project/building with a minimum constructed/renovated area of 2 000 m² as either project manager or being engaged in at least eight activities from amongst those listed in point A(II) above;
- or
- (II) worked on one or more projects/buildings with a cumulative (♣) constructed/renovated area of at least 10 000 m² and – during their involvement in those projects – have undertaken, cumulatively, at least eight activities from amongst those listed in point A(II) above.

And don't forget this (annex I - point 2.3. 1 (e))

- (e) it must comply with the relevance criteria defined in the notice of competition. If only a part of the tasks carried out during a given period of professional experience can be considered relevant, the following rules will apply:
 - (i) if more than 75 % of tasks are relevant, the whole period of professional experience will be considered relevant;
 - (ii) if more than 50 % but less than or equal to 75 % of tasks are relevant, the given period of professional experience will be counted at the rate of 75 %;
 - (iii) if 25-50 % of tasks are relevant, the given period of professional experience will be counted at the rate of 50 %;
 - (iv) if less than 25 % of tasks are relevant, the given period of professional experience will not be taken into account.

Field 1 - Project management in the building sector

1

consist of experience gained through work on projects/buildings with a constructed/renovated/maintained area of at least **2 000 m²** per project/building

2

either consist of project management experience or include five or more of the following activities in the building sector

3 a

worked on at least one project/building with a minimum constructed/renovated area of **2 000 m²** as either project manager or being engaged in at least eight activities from amongst those listed

3 b

worked on one or more projects/buildings with accumulative constructed/renovated area of at least **10 000 m²** and – during their involvement in those projects – have undertaken, cumulatively, at least eight activities

'project/building' refers only to the part of a building the candidate worked on unless the project covers the entire building. If the project covers part(s) of a building, only the area(s) concerned will be considered.

THIS GOES FOR ALL

The required area of 10 000 m² may be met cumulatively across multiple projects/buildings on which the candidate has worked

1



2



3 a



Experience fulfilled

1



2



3 b



Field 1 - Project management in the building sector

1

consist of experience gained through work on projects/buildings with a constructed/renovated/maintained area of at least **2 000 m²** per project/building

2

either consist of project management experience or **include five or more** of the following activities in the building sector

3 a

worked on at least one project/building with a minimum constructed/renovated area of **2 000 m²** as either project manager or being engaged in at least eight activities from amongst those listed

3 b

worked on one or more projects/buildings with accumulative constructed/renovated area of at least **10 000 m²** and – during their involvement in those projects – have undertaken, cumulatively, at least eight activities

- (i) Establishment of the framework of a project (*inter alia* governance, objectives, and KPIs)
- (ii) Collection of client/project requirements and programme development
- (iii) Cost management (estimating costs, elaborating budgets, and/or verifying costs)
- (iv) Management of changes and variations to the project's scope
- (v) Communication and information management
- (vi) Scheduling and time management (using, for example, Gantt chart, PERT chart, scheduling applications, project-management software, etc.)
- (vii) Risk analysis and management
- (viii) Drafting of technical studies for building projects
- (ix) Technical coordination of, follow up on, and verification of technical studies for building projects
- (x) Procurement and/or tender evaluation
- (xi) Contract management
- (xii) Technical coordination of, follow up on, and verification of works
- (xiii) Construction supervision, including commissioning and handover
- (xiv) Maintenance of building
- (xv) Management and coordination of in-house stakeholders (project-development team, maintenance and user departments' staff, etc.) and external stakeholders (health and safety coordinators, consultancy firms, public authorities, inspection bodies, etc.)
- (xvi) Resources management (team, physical, and material resources)
- (xvii) Environmental management of building projects, including energy, waste, or other resources.

1



2



3 a



Experience fulfilled

1



2



3 b



Field 2 Architecture and project management

1

consist of experience gained through work on projects/buildings with a constructed/renovated/maintained area of at least **2 000 m²** per project/building

2

either consist of project management experience or include five or more of the following activities in the building sector

3 a

worked on at least one project/building with a minimum constructed/renovated area of **2 000 m²** as either project manager or being engaged in at least eight activities from amongst those listed

3 b

worked on one or more projects/buildings with accumulative constructed/renovated area of at least **10 000 m²** and – during their involvement in those projects – have undertaken, cumulatively, at least eight activities

'project/building' refers only to the part of a building the candidate worked on unless the project covers the entire building. If the project covers part(s) of a building, only the area(s) concerned will be considered.

THIS GOES FOR ALL

The required area of 10 000 m² may be met cumulatively across multiple projects/buildings on which the candidate has worked

1



2



3 a



Experience fulfilled

1



2



3 b



Field 2 - Architecture and project management

1

consist of experience gained through work on projects/buildings with a constructed/renovated/maintained area of at least **2 000 m²** per project/building

2

either consist of project management experience or **include five or more** of the following activities in the building sector

3 a

worked on at least one project/building with a minimum constructed/renovated area of **2 000 m²** as either project manager or being engaged in at least eight activities from amongst those listed

3 b

worked on one or more projects/buildings with accumulative constructed/renovated area of at least **10 000 m²** and – during their involvement in those projects – have undertaken, cumulatively, at least eight activities

- (i) Architectural building design
- (ii) Architectural fitting out design
- (iii) Use of 3D or BIM (Building Information Modelling) software
- (iv) Collection of client/project requirements and programme development
- (v) Conducting feasibility studies
- (vi) Drafting of technical studies for building projects
- (vii) Technical coordination of, follow up on, and verification of technical studies for building projects
- (viii) Preparing technical specifications and bills of quantities
- (ix) Construction supervision, including commissioning and handover
- (x) Maintenance of building structures, envelopes and fitting-out and finishes
- (xi) Project management
- (xii) Cost management (estimating costs, elaborating budgets, and/or verifying costs)
- (xiii) Scheduling and time management (using, for example, Gantt chart, PERT chart, scheduling applications, project-management software, etc.)
- (xiv) Management and coordination of in-house stakeholders (project-development team, maintenance and user departments' staff, etc.) and external stakeholders (health and safety coordinators, consultancy firms, public authorities, inspection bodies, etc.)
- (xv) Procurement and/or tender evaluation
- (xvi) Contract management

1



2



3 a



Experience fulfilled

1



2



3 b



Field 3 Electrical engineering and project management

1

consist of experience gained through work on a project or maintenance of building services with a constructed/renovated/maintained area of **2 000 m²**

2

entail the performance of one or more activities listed in points (1) and/or (2) below, within one or more domains listed in point (3) below

3

engaged in at least **four activities** listed in point (1) above

4

worked **as project manager** and/or engaged in **at least three activities** listed in point (2) above

(1) Technical activities

- a. Designing building services and/or systems in one or more of the domains listed in point (3) below
- b. Drawing up and/or verifying technical studies for electrical systems
- c. Preparing technical specifications and bills of quantities
- d. Supervising building services' works and handover
- e. Technical coordination of studies or works
- f. Testing and commissioning technical equipment and/or systems
- g. Supervising operation and maintenance of building equipment and/or systems
- h. Implementing energy efficiency and sustainability programmes
- i. Elaborating maintenance plans
- j. Planning and realisation of technical audits

(2) Project management activities

- a. Cost management (estimating costs, elaborating budgets, and/or verifying costs)
- b. Scheduling and time management (using, for example, Gantt chart, PERT chart, scheduling applications, project management software, etc.)
- c. Management and coordination of in-house stakeholders (project development team, maintenance and user departments' staff etc.) and external stakeholders (health and safety coordinators, consultancy firms, public authorities, inspection bodies, etc.)
- d. Procurement and/or tender preparation or evaluation
- e. Contract management

(3) Domains

- a. Medium voltage
- b. Low voltage
- c. Renewable electrical energy, energy efficiency and environmental improvements in buildings
- d. IT networks
- e. Security global concept, systems and equipment
- f. Safety global concept, systems and equipment
- g. Electromechanical installations (barriers, gates, speedgates, etc.) and/or elevators
- h. Building management systems and/or energy management systems
- i. Audiovisual and interpretation services

1

+

2

+

3

+

4

=

Experience fulfilled

Field 4 HVAC engineering and project management

1

consist of experience gained through work on a project or maintenance of building services with a constructed/renovated/maintained area of **2 000 m²**

2

entail the performance of one or more activities listed in points (1) and/or (2) below, within one or more domains listed in point (3) below

3

engaged in at least **four activities** listed in point (1) above

4

worked **as project manager** and/or engaged in **at least three activities** listed in point (2) above

(1) Technical activities

- a. Designing building services and/or systems in one or more of the domains listed in point (3) below
- b. Drawing up and/or verifying technical studies for systems and installations in the domains listed in point (3) below
- c. Preparing technical specifications and bills of quantities
- d. Supervising building services' works and handover
- e. Technical coordination of studies or works
- f. Testing and commissioning technical equipment and/or systems
- g. Supervising operation and maintenance of building equipment and/or systems
- h. Implementing energy efficiency and sustainability programmes
- i. Elaborating maintenance plans

(2) Project management activities

- a. Cost management (estimating costs, elaborating budgets, and/or verifying costs)
- b. Scheduling and time management (using, for example, Gantt chart, PERT chart, scheduling applications, project management software, etc.)
- c. Management and coordination of in-house stakeholders (project development team, maintenance and user departments' staff, etc.) and external stakeholders (health and safety coordinators, consultancy firms, public authorities, inspection bodies, etc.)
- d. Procurement and/or tender preparation or evaluation
- e. Contract management

(3) Domains

- a. Heat and cold production and distribution
- b. Renewable thermal energy, energy efficiency and environmental improvements in buildings
- c. Ventilation, air conditioning
- d. Plumbing, water distribution
- e. Regulation/control
- f. Building management systems and/or energy management systems
- g. Energy audits, including those in accordance with the Energy Performance for Buildings Directive
- h. Safety and/or fire prevention

1



2



3



4



Experience fulfilled

For all fields – how to provide evidence of our experience

(c) When describing their education and professional experience, **candidates must clearly specify the following:**

(i) the standard duration of the study programme completed, corresponding to the number of years referred to in point (a) above on which the candidate relies to justify their eligibility for this competition. To substantiate the duration of the study programme, candidates must provide a document from the university or equivalent evidence;

Theoretical, not the number of years it took you to end your studies

(ii) the duration of the professional experience in question;

Be sure the dates are clear in your application

(iii) the specific activities undertaken, selected from those listed in point A(II) above;

Explain things – what is obvious for you is not necessarily obvious for others

(iv) the projects/buildings concerned, including the address of the building and, where relevant, its identification and/or the identification of the owner, as well as the total area of the building and/or constructed/renovated area of the projects concerned. To substantiate the stated constructed/renovated area, candidates must provide supporting documentation such as a client certificate, building description (such as client and/or contractor name, photos, floor plan, address, area of the building, etc.), publication in an architectural, technical, scientific or a real-estate journal, or equivalent evidence (see also point 4.3.1(e) below and Section 2.4 of the General rules).

Get ready! You will need to upload plenty of paper

For all fields – how to provide evidence of our experience

24 official languages of the EU are valid for your documents.

Originals = scanned originals

All periods of professional activity must be covered by **originals or certified copies of the following documents:**

- (a) **documents from former and/or current employer(s):** employment contract(s) indicating the start and end dates of employment and/or first and last pay slips. These documents should indicate the nature, level, as well as a detailed description of duties performed, and they should bear an official header and stamp of the employer, and the name and signature of the person in charge; **Consider a combination of documents, the more official they are, the better**
- (b) **for non-salaried work, e.g. self-employed/liberal professions: invoices or order forms detailing the work performed or any other relevant official supporting documents specifying the nature and period of the duties performed or services rendered;** **Budgets/ invoices / projects etc...info must be consistent**
- (c) for freelance translators: documents attesting the time periods worked and the number of pages translated;
- (d) for freelance interpreters: documents attesting the number of days worked, and the languages interpreted from and into.

For all fields – how to provide evidence of our experience

A 20MB file size restriction applies to EACH file you wish to attach to your work experience details. Allowed file formats are PNG, JPG, and PDF.

Occupation

Instructions

A 20MB file size restriction applies to EACH file you wish to attach to your work experience details. Allowed file formats are PNG, JPG, and PDF.

*Occupation or position held

Describe all your work experiences. You can also include unpaid work, volunteering, internships, apprenticeships, freelancing and other activities. Fill in as much information as you can.

Employer

Add the name of your employer (e.g. a company, institution or organisation).

*City

*Country

Please select the country from the list. The list contains countries and territories. It is not limited to countries formally recognised by the EU.

Address Details

*Address line 1

Address line 2

*Postal code

More Details

More Details

Main activities and responsibilities

← → Paragraph **B** *I* [List icons] [Link icon] [Image icon] [Quote icon] [Code icon]

Use it. Explain your experience

Describe your tasks and responsibilities (e.g. computer maintenance, relations with suppliers, coaching a junior ice hockey team).

Business or sector

-- None --

Department

Organisation email

Link to file or video

(empty)



Add links to relevant videos that showcase your achievements.

Organisation website

Add a website address relevant for this work experience, e.g. of your employer, organisation or a project you worked on.

Dates

*From date

DD/MM/YYYY

*To date

DD/MM/YYYY

If you do not remember the exact date you can choose the first working day of the month.

Ongoing experience

Dates should be easy to reflect

Save (Ctrl + s)

Required information Occupation or position held City Country Address line 1 Postal code From date To date

Time to register at the Single candidate portal (please, read the instructions)

Single Candidate Portal

From January 2025, candidates must apply to open competitions organised by EPSO via the new [Single Candidate Portal](#) (also referred to as Portal). The first competition to use this new approach is the competition for administrators in the field of taxation, published by EPSO on 17 January 2025.

The Single Candidate Portal will replace the current EPSO Accounts for applications to open competitions. By introducing the Single Candidate Portal, EPSO wishes to provide candidates with a smoother application experience. The application process will be faster and more efficient, allowing candidates to, for instance, reuse information provided in previous applications.

The new application system is not applicable to all EPSO selection procedures yet. For instance, in the case of [selection procedures for contract staff](#), applicants must still submit their application via the [EPSO Account](#) until further notice. Moreover, in the case of open competitions published by EPSO until 31 December 2024, EPSO will continue to publish the relevant correspondence in the candidates' EPSO Accounts.

Important steps to follow before you can submit your application:

1. Create an external **EU Login Account** if you don't have one yet. The EU Login is essential to access the Portal.
2. Navigate through and become familiar with the Single Candidate Portal.
3. Complete your profile and set-up your CV in the Single Candidate Portal.
4. Apply for a competition by the deadline in the notice of competition.
5. Communicate with EPSO using the Single Candidate Portal.

By clicking on the sections below, candidates will receive very important information about the new Single Candidate Portal, as well as detailed instructions on how to apply via the Portal.



IMPORTANT INFORMATION:

You must not use any third-party sign-in option like the eID, Facebook or Google to create your EU Login account and Single Candidate Portal profile because you will eventually lose access to the account containing your application/s and risk not creating a valid account or to fail to reach the status of candidate in this competition (for detailed information please see [How to create an EU LOGIN account](#)).

Are you currently working for the EU institutions or bodies?

If so, then you already have a corporate (internal) EU LOGIN.

There are two important situations for you to consider:

1. You have a **permanent contract** as an EU official: in that case, you must use your current corporate (internal) EU LOGIN for your application via the Single Candidate Portal.
2. You have a **temporary contract** as EU staff: in that case, you must create a new EU LOGIN, using a private e-mail address.
You should also use a personal computer, otherwise, your professional computer will use your corporate (internal) EU LOGIN by default.
For instructions on how to set up authentication factors for your external EU LOGIN account, please read [Can I register the same mobile phone for two different EU LOGIN accounts?](#)

Candidates with a temporary contract must not use their corporate EU Login because they might eventually lose access

Competition(s)

Home > Competitions

All competitions

Published Competitions

Apply here

EPSO/AD/425/25 - 1 - Project management in the building sector (AD7)

EPSO/AD/425/25 - 1 (AD7) - Deadline Date/Time: 17/10/2025 12:00:00 CET - Institutions: European Commission, European Committee of the Regions, Court of Justice, European Parliament, Court of Auditors

Apply here

EPSO/AD/425/25 - 4 - Heating, ventilation and air conditioning (HVAC) engineering and project management (AD7)

EPSO/AD/425/25 - 4 (AD7) - Deadline Date/Time: 17/10/2025 12:00:00 CET - Institutions: (ECA) European Court of Auditors, (EEAS) European External Action Service, European Commission, European Parliament, European Committee of the Regions, European Court of Justice, European Court of Auditors, and Social Co

Apply here

EPSO/AD/425/25 - 2- Architecture and project management (AD7)

EPSO/AD/425/25 - 2 (AD7) - Deadline Date/Time: 17/10/2025 12:00:00 CET - Institutions: European Parliament, European Commission, European Committee of the Regions, European Court of Justice, European Court of Auditors, (EE

CV

Home > My CV

Quick links

Sysper eCV data

If you need to refer to your existing eCV data in Sysper,...

Work Experience

Add Work Experience

Education & Training

Add Education & Training

Language Skills

Add Language Skills

Single candidate portal
(please, read the instructions)
[We insist]

1

Under *My CV*, access to *Sysper eCV* allows you to easily copy and paste your past experiences for your new *My CV*.

2

Records that are outside *Sysper Career history* must be evidenced through supporting documents.

Application (easy if you read the instructions)

Form Sections

- 1 Eligibility
- 2 Registration Data
- 3 My CV
- 4 Motivation & Strengths
- 5 Declaration

EPSO/AD/425/25 -2- Architecture and project management (AD7)

EPSO/AD/425/25 -2 (AD7) - Deadline Date/Time: 17/10/2025 12:00:00 CET - Institutions: European Parliament, European Commission, European Committee of the Regions, (ECA) European Court of Auditors, (EE

* Indicates required

Eligibility:

I fulfil the general admission conditions:

- *I am a national of a Member State of the European Union (or of a country explicitly specified in the Notice of Competition or Call for an expression of Interest)
- *I enjoy my full rights as a citizen
- *I have fulfilled any obligations imposed by the applicable laws concerning military service
- *I meet the character requirements for the duties involved

I fulfil the specific admission conditions

- *I meet the minimum requirements concerning Qualifications as specified in the Notice of Competition/Call for expression of interest (if applicable)
- *I meet the requirements concerning Professional experience as specified in the Notice of Competition/Call for expression of interest (if applicable)
- *I meet the language requirements as mentioned in the Notice of Competition/Call for expression of interest

*Diploma giving access to the competition

I already have my diploma giving access to the competition.

Application


Competitions ▾ Contact us


Back

- 2 Registration Data
- 3 My CV**
- 4 Motivation & Strengths
- 5 Declaration

CV part is in your profile,
you need to fill in all the
details for this
competition there.

* Indicates required


Link Guidance 


Following the link below will allow you to view and update information relating to your CV data (Work experience, Languages and Education details). 

The link will open in a separate tab in your browser, please do NOT close this tab, as your application progress so far will be lost.

On submission of this application, a snapshot of the data contained in your "My CV" area of this portal will be attached to your application for review.

My CV Portal Link

Link to Competition information 

Please follow this link to see information regarding this competition 

<https://eu-careers.europa.eu/en/job-opportunities/french-language-fr-lawyer-linguists>

Evaluation for each field

You will take all the tests

Tests	Language	No of questions	Duration	Scoring	Pass scores
Verbal reasoning test	Language 1	20 questions	35 minutes	0 to 20	10/20
Numerical reasoning test		10 questions	20 minutes	0 to 10	Combined pass score for numerical and abstract reasoning tests: 10/20
Abstract reasoning test		10 questions	10 minutes	0 to 10	

You pass reasoning tests

You get MCQ scored

You are among 229/112/139/135 best scores

(i) The field-related MCQ test will be specific to the field chosen by the candidate. It will be organised as indicated in Table 4.

Table 4

Test	Language	No of questions	Duration	Scoring	Pass score
Field-related MCQ test	Language 2	30 questions	40 minutes	0 to 30	15/30

Your written is reviewed, as well as your eligibility by MCQ scoring order

(i) The written test is aimed at assessing a candidate's written communication skills. It will be organised as indicated in Table 5.

Table 5

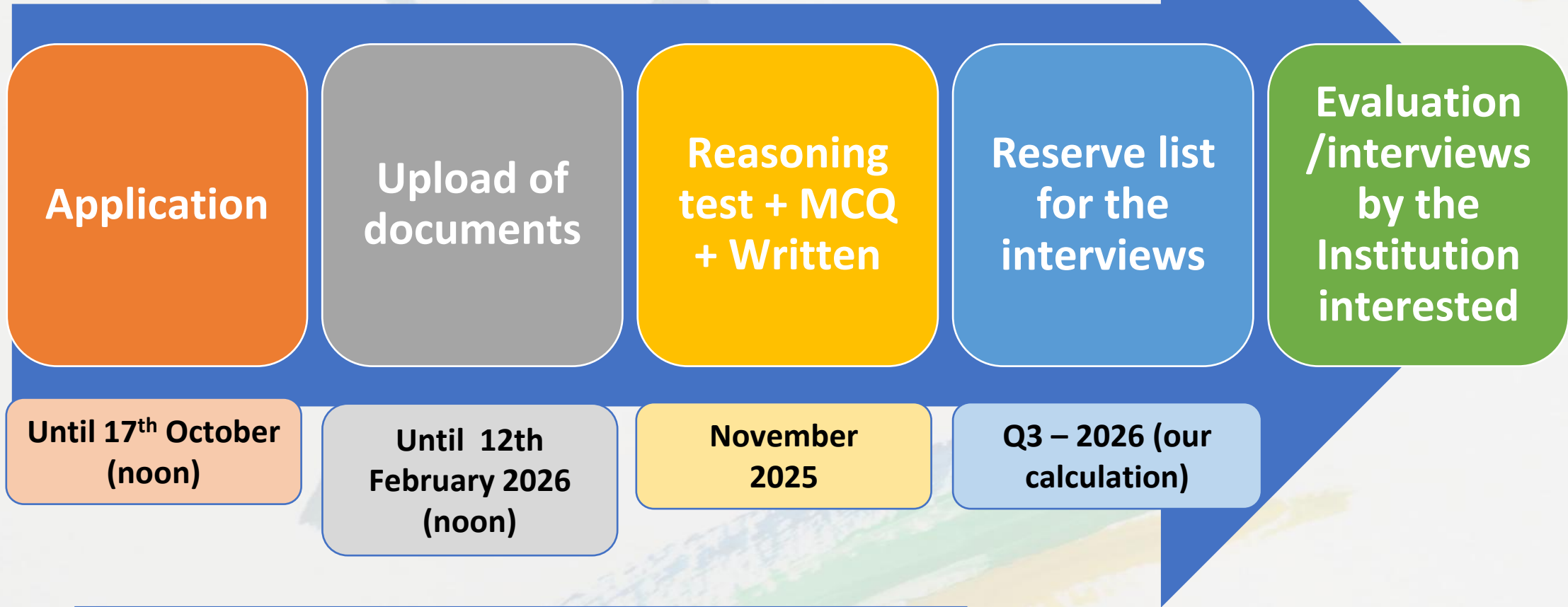
Test	Language	Duration	Scoring	Pass score
Written test	Language 2	40 minutes	0 to 10	5/10

The whole process takes time, be patient



candidates who were found to be eligible and have obtained at least all the required pass scores as well as one of the highest scores in the field-related MCQ test will be on the list

Timeline (indicative)



Candidates receive time-sensitive information in their candidate accounts. They should check their candidate account at least every 3 calendar days to keep track of their progress during the competition and to avoid missing a deadline.

If a candidate cannot check their candidate account due to a technical problem on the part of EPSO, they must notify EPSO immediately via the [online contact form](#) ⁽¹⁾.

Check ANNEX I

And the tests?



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Exams very likely will take place in 1 day

You will take all the tests

Tests	Language	No of questions	Duration	Scoring	Pass scores
Verbal reasoning test	Language 1	20 questions	35 minutes	0 to 20	10/20
Numerical reasoning test		10 questions	20 minutes	0 to 10	Combined pass score for numerical and abstract reasoning tests: 10/20
Abstract reasoning test		10 questions	10 minutes	0 to 10	

**145 min = 65 min
+ 40 min + 40 min
– expect it will
take the whole
day (long breaks
in between)**

(i) The field-related MCQ test will be specific to the field chosen by the candidate. It will be organised as indicated in Table 4.

Table 4

Test	Language	No of questions	Duration	Scoring	Pass score
Field-related MCQ test	Language 2	30 questions	40 minutes	0 to 30	15/30

Test	Language	Duration	Scoring	Pass score
Written test	Language 2	40 minutes	0 to 10	5/10

The scores of candidates who obtained at least the required pass scores in both tests will be used to create a ranking according to candidates' performance (max 30 points from the MCQ)

If the number of candidates is high, evaluation process will take longer

Tests	Language	No of questions	Duration	Scoring	Pass scores
Verbal reasoning test	Language 1	20 questions	35 minutes	0 to 20	10/20
Numerical reasoning test		10 questions	20 minutes	0 to 10	Combined pass score for numerical and abstract reasoning tests: 10/20
Abstract reasoning test		10 questions	10 minutes	0 to 10	

Verbal reasoning -> don't get overconfident

Worst enemy -> Panic & Getting nervous

Check our [youtube channel](#) for examples



- (i) The field-related MCQ test will be specific to the field chosen by the candidate. It will be organised as indicated in Table 4.

Table 4

Test	Language	No of questions	Duration	Scoring	Pass score
Field-related MCQ test	Language 2	30 questions	40 minutes	0 to 30	15/30

Combine the technical knowledge covered in :

Field 1 - Point 3.3.1 (b) + ANNEX II

Field 2 - Point 3.3.2 (b) + ANNEX II

Field 3 - Point 3.3.3 (b) + ANNEX II

Field 4 - Point 3.3.4 (b) + ANNEX II

Some other source materials

Besides the technical aspects, don't forget the EU aspects

- [Management plan 2024 – Office for Infrastructure and Logistics in Brussels - European Commission](#)
- [The Energy Performance of Buildings Directive \(EPBD\) - EPB Centre](#)
- [EMAS in the European Institutions](#)
- [Manual of Standard Building Specifications](#)
- [PM² Project Management Methodology](#)



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Remember EPSO doesn't publish an official list of items for the exam

PM cast questions



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- What are the 4 pillars of PM2?
- What are the principles of call for proposals?
- Principles of sound financial management
- What is MEAT? Most economically advantageous tender
- What is risk in planning?
- What is an internal risk?
- Critical Path Method (CPM): Duration of the project calculation.
- Project evaluation phases

These are examples of the old CAST for project managers questions. They can provide some hints but don't expect the same questions

(i) The written test is aimed at assessing a candidate's written communication skills. It will be organised as indicated in Table 5.

Table 5

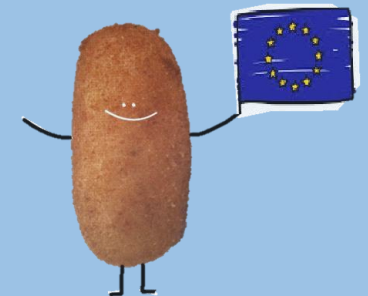
Test	Language	Duration	Scoring	Pass score
Written test	Language 2	40 minutes	0 to 10	5/10

Very likely same file(s) for all

(ii) Candidates will be required to respond to the written test assignment(s) based on the documentation related to the fields of the competition. The documentation will be made available on the EPSO website ahead of the test date. Candidates will receive the same documentation during the test, along with the assignment(s) based on it.

Candidates will be assessed based on the specific 'anchors' listed below. ('Anchors' refer to the elements considered by test markers (i.e., assessors) when evaluating a given competency.)

1. Structures written communication with a logical flow of ideas.
2. Writes concisely, avoiding unnecessary words and sentences.
3. Presents subject matter in a clear and understandable way.
4. Adapts and tailors writing to suit the intended audience and purpose.
5. Uses the information provided effectively to address the assignment.



The real challenge is to do it in 40 min

What can YSE do for you?

Free webinars and materials

- [All our trainings here](#)
- [Working group for Building and supplies competition \(we begin in October\)](#)
- [Reasoning tests \(Verbal, Numerical, Abstract\)– Self study course](#)
- [MCQ EU knowledge for AD5 generalist – Self study](#)
- [EUFTE – written test – Self study](#)
- [Working group for AD5 generalist – begin in october\(write us to \[yasemoseuropeos@gmail.com\]\(mailto:yasemoseuropeos@gmail.com\) \)](#)
- [More on internal competition trainings](#)



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- [YouTube](#) (don't forget to subscribe and click on «like»).



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Thanks!