



Union Européenne des Producteurs de Granulats
Europäischer Gesteinsverband
European Aggregates Association

We are recruiting: Public Affairs Officer

UEPG, the European Aggregates Association with Members in 24 countries across Europe, represents the largest non-energy extractive industry producing 2.7 billion tonnes of sand, gravel, crushed rock, marine aggregates, recycled aggregates and manufactured aggregates on 26,000 sites by 15,000 companies employing 200,000 people.

Our mission is to demonstrate the key role played by the European Aggregates Industry in meeting the needs of Europe and its society and to shape EU public policy in areas where it is likely to affect the sector. More information on: www.uepg.eu

We are currently seeking a dynamic full-time **Public Affairs Officer** to join our small and highly-dedicated international team based in the European quarter of Brussels.

Responsibilities will include monitoring and accompanying EU Policies and the legislative process; drafting policy Papers and Newsletter, attending meetings and taking minutes; public speaking and networking; working autonomously and in a team; taking initiative and travelling across Europe.

The recruited person will work on:

- Respirable Crystalline Silica (RCS) & NEPSI
- Implementation of Directive dealing with Carcinogens and Mutagens at work
- Occupational Health & Safety (OHS) legislation
- Prevention of accidents and Ill-health
- Health & Safety Tool Boxes
- Explosives for civil use
- Standardisation of machines and equipment
- Construction Products Regulation
- Data collection

Requirements

- University degree with studies preferably oriented towards political science, law, communications, journalism, European studies, international relations or business administration;
- 2-3 years of professional experience in working with EU Institutions;
- English native or equivalent, German for professional use, any other EU official language (preferably Central/Eastern Europe);
- Excellent analytical, editorial, communication and event organisational skills;
- Ability to work as a team member and to meet tight deadlines;
- Strong computer skills on Outlook & MS Office.

The position is available from Monday, 1 July 2019.

Contact

To apply, please send your CV and a motivation letter before 24 May 2019 to secretariat@uepg.eu.