

PRESENTED BY EU TRAINING

# **2020 EPSO EXTERNAL RELATIONS EXAMS INFORMATION WEBCAST**



11 SEPTEMBER 2020

# TODAY'S SPEAKER

EU Training Co-founder

Author of Europe's best selling prep  
book: *The Ultimate EU Test Book*

Co-author of: *The Ultimate EU Test  
Book - Assessment Centre edition*

Former EU Official

A black and white portrait of András Baneth, a man with short dark hair, smiling and looking slightly to the right. He is wearing a light-colored shirt. The portrait is positioned on the right side of the slide, partially overlapping an orange banner at the bottom.

**ANDRÁS BANETH**



OPEN

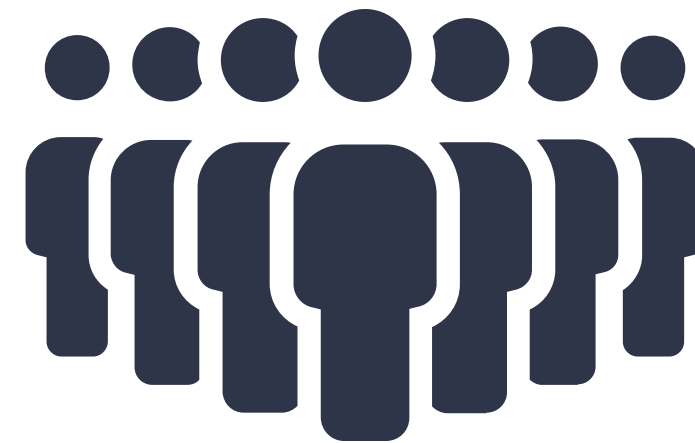
# ABOUT EU TRAINING

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# OUR COMMUNITY



100,000+  
Registered Users



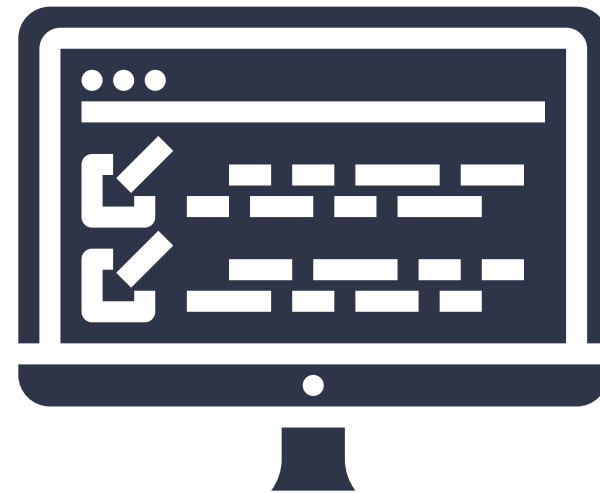
54,000+  
Fans on Facebook  
[facebook.com/euttraining](https://facebook.com/euttraining)



# TEST PACKAGES



25,000+  
Question Database



Over 17 Million  
Questions Used



# WEBINARS



Over 100  
Hours



10,000+  
Participants







**WHERE WILL  
YOU WORK?**

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# PLACE OF WORK

European External Action Service

BRUSSELS\*

140 EU Delegations and Offices  
around the world.







# WHAT WILL YOU DO?

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# WHAT WILL YOU BE TASKED WITH?

Through the EEAS, help the EU's High Representative for Foreign Affairs and Security Policy carry out the Union's Common Foreign and Security Policy.

Promote and Protect the EU's interests and values in its relations with third countries, international organisations, and to contribute to the conduct of the Union's Common Foreign and Security Policy.

Cooperate with the national diplomatic services of the EU Member States, the Council and the European Commission, in order to ensure consistency between different areas of the Union's external action.





# POSITIONS AVAILABLE

Grade AD5

**53**

Grade AD7

**33**



**APPLY BEFORE**  
**13 October 2020**







**ARE YOU  
ELIGIBLE?**

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# GENERAL CONDITIONS

- Must have EU citizenship
- Completed military service requirements
- Meet the character requirements of the job



# LANGUAGE RULES

## LANGUAGE 1

**Any of the 24 official EU languages (minimum C1 level)**

## LANGUAGE 2

**Must be English OR French (minimum B2 level)**

**LANGUAGE 1 & 2 MUST BE DIFFERENT!**



# QUALIFICATIONS

## Grade AD5

Completed university studies of at least 3 years  
attested by a diploma.

**PLUS**

A minimum of 1 year professional experience  
in the field of External Relations.



# QUALIFICATIONS

## Grade AD7

Completed university studies of at least 4 years with a diploma.  
PLUS a minimum of 6 years professional experience  
in the field of External Relations.

OR

Completed university studies of at least 3 years with a diploma.  
PLUS a minimum of 7 years professional experience  
in the field of External Relations.







# WHY IS THIS A GREAT OPPORTUNITY?

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# Attractive Salaries



## Good Benefits



Health  
Insurance



European  
Schools





# HOW TO GET ONE OF THESE JOBS



# STEP ONE

## APPLICATION PROCESS

- Eligibility declaration
- Pick your Language 1 & 2
- Application can be submitted in any of the 24 EU languages
- BUT the **Talent Screener** needs to be in either English OR French.

**VALIDATE BY APPLICATION DEADLINE**

**13 OCTOBER 2020**





The background of the slide is filled with numerous 3D question marks of varying sizes and shades of gray, creating a dense, textured effect. In the center, there is a large, bright orange circle with a slightly distressed or hand-painted edge. Inside this circle, the text "WHAT IS A TALENT SCREENER?" is written in a bold, white, sans-serif font, arranged in three lines.

# **WHAT IS A TALENT SCREENER?**



The background of the slide is filled with numerous 3D question marks of varying sizes and shades of gray, creating a dense, textured effect. In the center, there is a large, bright orange circle with a slightly distressed, hand-painted edge. Inside this circle, the text "HOW IS THE TALENT SCREENER SCORED?" is written in a bold, white, sans-serif font, arranged in three lines.

# **HOW IS THE TALENT SCREENER SCORED?**





**HOW DO YOU  
MAXIMISE YOUR  
TALENT SCREENER  
SCORE?...**



# A FEW TIPS...

Try to answer 'YES' as much as possible, but only if you can back it up with truthful and relevant information.

Provide lots of valuable information, but give only relevant and meaningful answers. Leave out space fillers.

Concrete vs. Abstract answers.  
Scores are based on hard evidence - facts, figures, places and dates.

Do not copy-paste previous answers. You can use the same experience again if you can manage to present it from a different angle than before.



# A FEW TIPS...

Readability and clear communication will influence your assessors' understanding of your professional background:

- Use a structured layout with bullet points.
- Clear references.
- Short but to-the-point descriptions.

EU institutions and EPSO are formal and terminology-driven. Learn the lingo and use it.

What's in it for them...make sure to link your personal background and work experience with the needs of the EU or institution you are applying to.

If you want to write a stellar Talent Screener view this webinar recording:  
"Everything You Need To Know About EPSO's Talent Screener"





STEP TWO



# PRE-SELECTION CBT EXAM



Verbal  
Reasoning



Numerical  
Reasoning



Abstract  
Reasoning



# STEP TWO



## PRE-SELECTION CBT EXAM



Verbal  
Reasoning



Numerical  
Reasoning



Abstract  
Reasoning

\*May be held at the Assessment Centre if candidate applications do not exceed a certain threshold.





# VERBAL REASONING

Language 1

Questions

20

Minutes

35

**Text  
Passage**

**Question**

**Four  
Statements**

**One Correct  
Answer**

Outside  
Information

Generalisations

Possibility  
vs. Fact

Similar  
Wording





# NUMERICAL REASONING

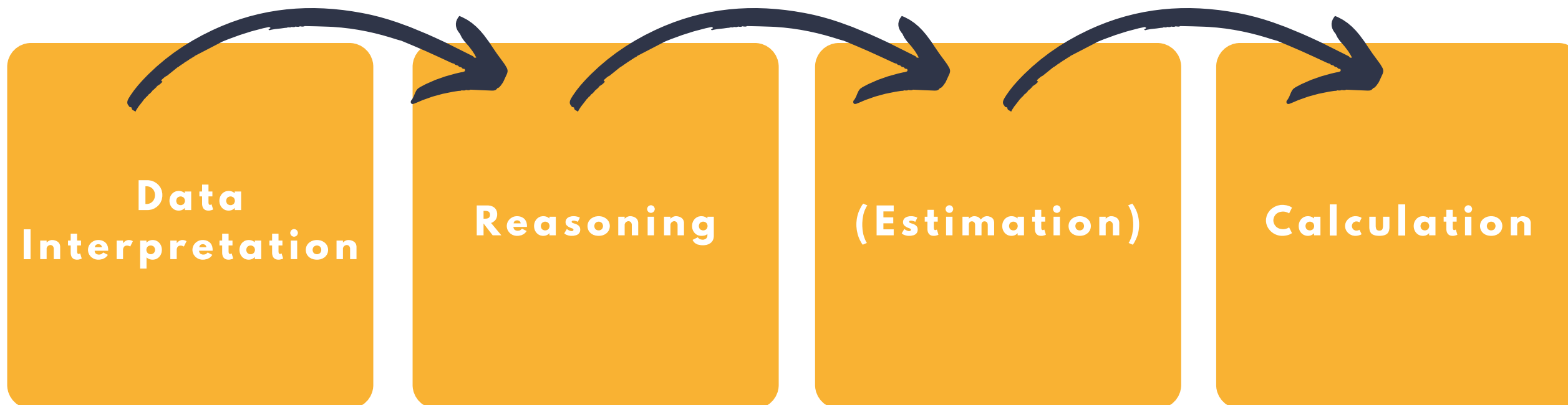
Language 1

Questions

10

Minutes

20



# ABSTRACT REASONING

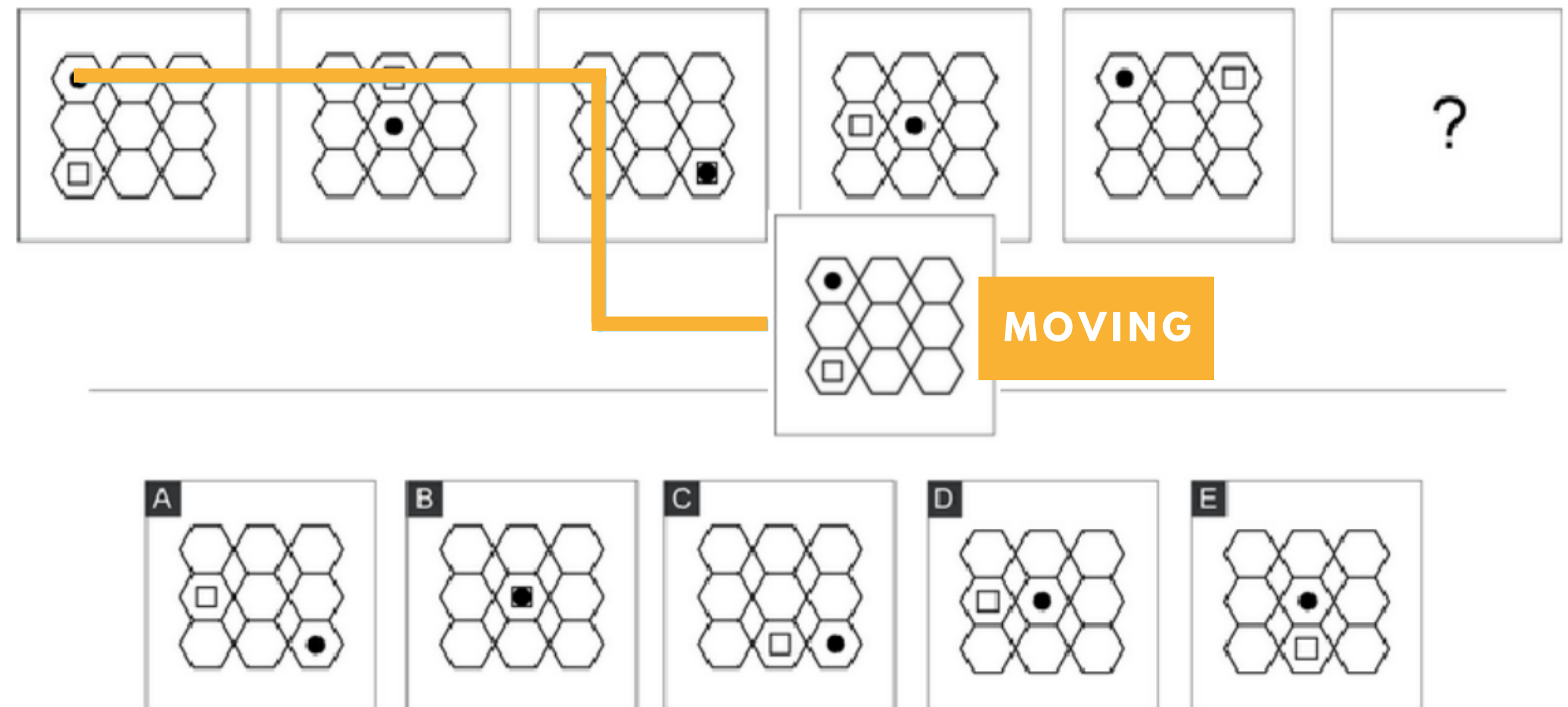
Language 1

Questions

10

Minutes

10





# CBT SCORING

**Pass Mark: 10/20**

VERBAL  
REASONING  
0/20

**Pass Mark: COMBINED 8/20**

NUMERICAL  
REASONING  
0/10

ABSTRACT  
REASONING  
0/10

PASS MARK IS NOT ENOUGH!

Need to get one of the highest marks overall  
to make it to the next stage of the competition.



# STEP THREE

## TALENT SCREENER REVIEW

Those who got the highest scores in the computer-based tests for each grade and make it through the Eligibility Check will have their Talent Screener reviewed.





# STEP FOUR

## ASSESSMENT CENTRE

Approximately 3 times the number of candidates sought for each grade will be invited.

Tests: Language 2

Location: Brussels





# ASSESSMENT CENTRE TASKS

Five types of exercises:



Case Study  
Exam



Group  
Exercise



Competency-Based  
Interview



Interview  
In The Field



Written Test  
In The Field



# ASSESSMENT CENTRE SCORING

**Pass Mark: 40/80**

8 GENERAL  
COMPETENCIES  
(each worth 10 points)

**Pass Mark: 25/50**

FIELD-RELATED  
INTERVIEW  
0/50

**Pass Mark: 25/50**

WRITTEN TEST  
IN THE FIELD  
0/50

Those who get the highest overall score  
will make it onto the RESERVE LIST.



**SUCCESS!**

# **RESERVE LIST**

**Number of  
places on the  
Reserve List**

**Validity**

**Recruitment**







# HOW TO GET THE JOB?

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**PRACTICE FOR 10-12 WEEKS**

**PREPARE FOR 1-HOUR PER DAY OR 10-HOURS PER WEEK**

**LEARN TEST METHODOLOGY**

**PERSISTENCE IS KEY**

**DO LOTS OF TEST SIMULATIONS**





# We help you pass the **EPSO** exams and get an EU job

100% realistic EPSO-style test simulations, 1000+ successful candidates, 150+ free study materials.  
Register today and join the largest EU career community.

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## Everything You Need to Succeed

*Simulated EPSO exams, performance tracking, proven methodology*

# EU TRAINING IS HERE TO HELP YOU GET INTO PRACTICE MODE





# SIMULATED PRACTICE TESTS

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- Verbal Reasoning - 19 LANGUAGES!
- Numerical Reasoning
- Abstract Reasoning

[WWW.EUTRAINING.EU](http://WWW.EUTRAINING.EU)



# WEBINARS...

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## FREE - BEGINNER'S GUIDE WEBINARS:

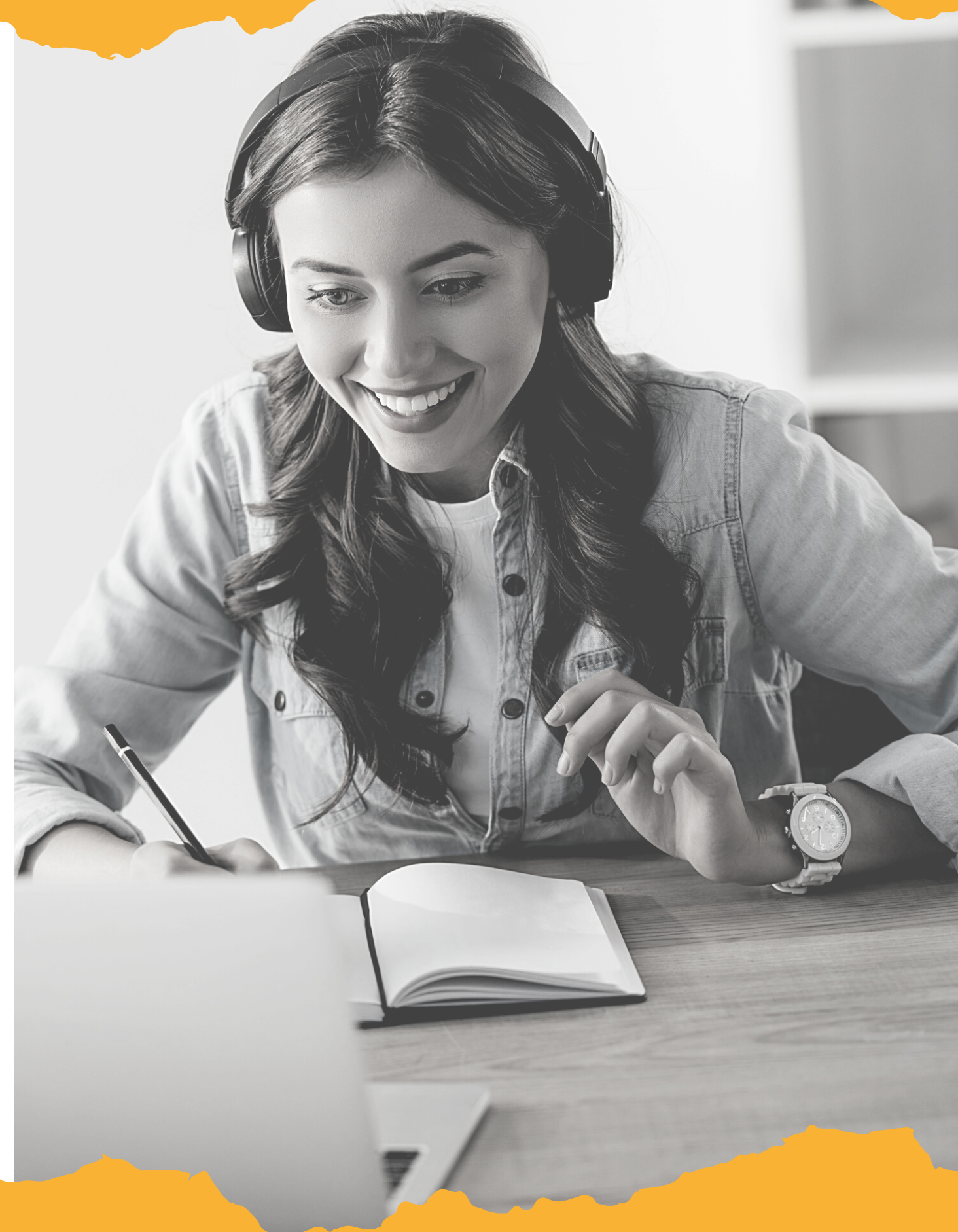
- Beginner's Guide To The EPSO Verbal Reasoning Test
- Beginner's Guide To The EPSO Numerical Reasoning Test
- Beginner's Guide To The EPSO Abstract Reasoning Test

## PRO TIPS WEBINARS:

- Pro Tips For The EPSO Verbal Reasoning Test
- Pro Tips For The EPSO Numerical Reasoning Test
- Pro Tips For The EPSO Abstract Reasoning Test

## OTHER:

- Maths Refresher For Numerical Reasoning



# A WEALTH OF RESOURCES



**FREE  
E-BOOKS**



**LOTS OF  
TIPS & TRICKS**



**FREE  
DEMO TESTS**



**TRAINING  
SESSIONS**



**PERSONAL  
COACHING**

**[WWW.EUTRAINING.EU](http://WWW.EUTRAINING.EU)**





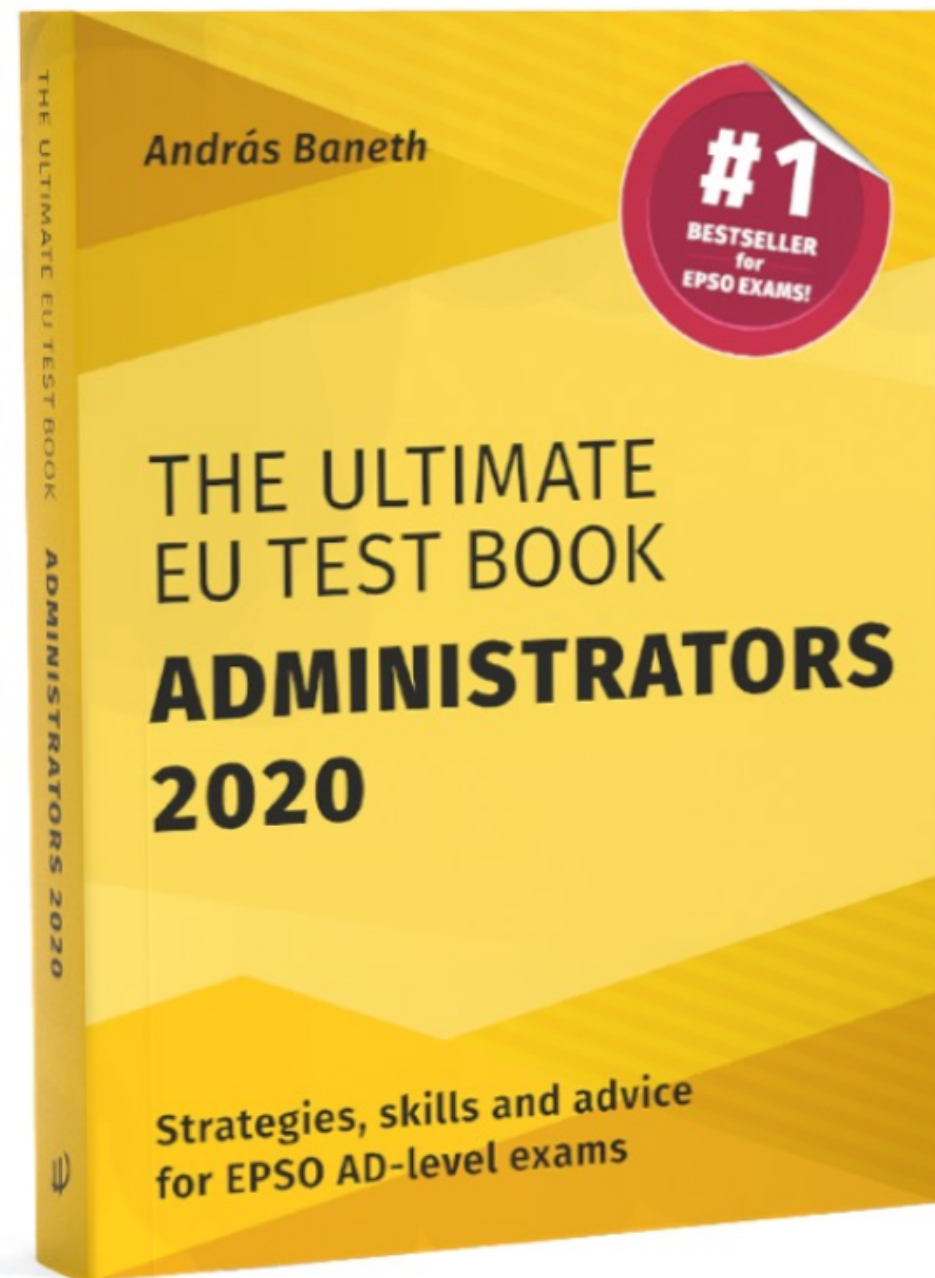
**Join an EPSO community.**

**"EPSO ADMINISTRATORS IN THE FIELD OF  
EXTERNAL RELATIONS EXAMS" FACEBOOK PAGE**

**Engage with other candidates and  
learn from their experiences.**



# BOOKS





# THANK YOU

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**CONTACT FOR FREE ADVICE:**  
**SUPPORT@SUPPORT.EUTRAINING.EU**

Please note that the official source of information on EU competitions is the European Personnel Selection Office (EPSO). We do everything in our power to provide you with the most accurate and up-to-date information possible.

