

## Follow us

Stay informed about our upcoming training courses:

- check our timetable [www.ena.fr](http://www.ena.fr)
- subscribe to our newsletter
- follow us on Facebook  
[www.facebook.com/Prepa.concours.UE](http://www.facebook.com/Prepa.concours.UE)

For more information, send us an email:

- [prepa-concours@ena.fr](mailto:prepa-concours@ena.fr)

## Find out more about the European institutions' competitions

(calendar, requirements, different steps)

VISIT:

- EPSO's website  
[http://europa.eu/epso/index\\_fr.htm](http://europa.eu/epso/index_fr.htm)
- EPSO's Facebook page  
<https://www.facebook.com/EU.Careers.EPSO>

## E-learning

On-line training on the European Union in addition to classroom-based training: [www.ena.fr](http://www.ena.fr)

## “La fonction publique européenne”

2<sup>nd</sup> edition on the functioning, administration and management of the European civil service  
(available in French only).



Contact:

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Directorate for European Affairs

**Department for European competitions**

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# PREPARING TO JOIN THE EUROPEAN CIVIL SERVICE

“...We need to continue to attract the best and the brightest...place a high priority on the work to retain and enhance the attractiveness of the ‘EU career brand’...implement our policy of recruitment based on merits...”

(Extract from the replies of Mrs Kristalina Georgieva, the European Commission’s Vice-president in charge of budget and human resources - the hearing before the European Parliament, 2<sup>nd</sup> October 2014).



## The European institutions’ recruitment competitions represent the only possible way of obtaining European civil servant status.

These competitions covering a variety of fields and levels, are organised according to the timetable defined by the European Personnel Selection Office (EPSO), which is responsible for recruitment on behalf of the European institutions.

## You wish to prepare successfully to sit the European institutions’ open competitions?

**MULTIPLY YOUR CHANCES OF SUCCESS BY 8** and prepare with the ENA recognised by EPSO as a **training provider for France**.



In order to assist you throughout preparation, the ENA offers:

- training in **pre-selection tests**: verbal, numerical, abstract reasoning and, in certain cases, situational judgment tests;
- preparation for **intermediate test** “e-tray exercise”;
- simulation exercises for **tests conducted in assessment centers**: written test and oral tests.



Our training courses are complemented by **methodology** for dealing effectively with the tests, **advice on how to revise** and **class correction** in order to optimise your preparation.

**Public:** all candidates of European institutions’ open competitions.

**Duration:** intensive classroom-based courses (2-3 days).

**Working languages:** French and English.

**Locations:** Paris, Brussels, Luxembourg, Strasbourg. Tailor-made courses can be organised across France and in all other EU Members States as well as in candidate countries in partnership with national administrations, universities...



## Distance training

■ In addition to classroom-based training courses, we also offer **distance tailor-made personalised coaching** via *Skype*, *Face-time* and videoconference.

■ **On-line self-assessment tests** allow the candidates to train themselves in real conditions of pre-selection tests.



Since 2010, the ENA has already successfully trained more than 400 laureates in EU competitions tests coming from EU member states other than France.

## The ENA’s experience

Our activities reflect the ENA’s overall interest in issues related to European careers and professions in Europe. Having acquired an extensive expertise in this field, we offer methodological tools to target the preparation effectively thanks to a better understanding of the essence of the exercises as well as of the expectations of the EPSO’s jury.

