



UNION EUROPEENNE DE L'ARTISANAT ET DES PETITES ET MOYENNES ENTREPRISES  
EUROPÄISCHE UNION DES HANDWERKS UND DER KLEIN- UND MITTELBETRIEBE  
EUROPEAN ASSOCIATION OF CRAFT, SMALL AND MEDIUM-SIZED ENTERPRISES  
UNIONE EUROPEA DELL' ARTIGIANATO E DELLE PICCOLE E MEDIE IMPRESE

UEAPME (<http://www.ueapme.com>) is the employer's organisation representing the interests, at European level, of Craft, Trades and SMEs in the European Union and countries applying for accession to the European Union. UEAPME is currently recruiting for its Brussels Secretariat an:

### **Environmental Advisor (m/f)**

#### **Duties**

Assisting the Head of Environmental Policy with UEAPME lobbying activities; participating in meetings on environment policy organised at European and national level; writing position papers on a wide range of environmental policy issues; organising meetings; establishing and maintaining contacts with other professional organisations and national member organisations.

#### **Profile**

- Knowledge of EU environmental policy
- Good knowledge of the functioning of the EU Institutions
- English mother language or equivalent
- Very good working knowledge of at least one other European language (French or German would be an asset)
- Initiative, motivation, flexibility, good organisational skills, ability to set priorities and team spirit.
- Fully computer literate: Word, PowerPoint, Excel and Internet

#### **Employment Terms**

Starting time: beginning 2006. Full time position on the basis of a Permanent contract. UEAPME offers an attractive remuneration package, commensurate with experience.

#### **Applications**

Only candidates who fulfil these requirements should send an application by post, fax or e-mail before 10<sup>th</sup> December 2005, enclosing a full CV and indicating a daytime telephone number to:

**UEAPME**  
**4, Rue Jacques de Lalaing - B-1040 Brussels**  
**Fax: +32.2.230.78.61 - E-mail: [info@ueapme.com](mailto:info@ueapme.com)**

Only short-listed candidates will be contacted. Applications will not be returned.