



The European School of Brussels IV is looking for:

A Technician (M/F)

Full Time 37:30

Permanent contract

The European Schools are an intergovernmental organisation providing multilingual, multicultural and multinational education

The EEB4 is part of the European school system and provides education for children whose parents work for the European institutions. Our school community is made up of over 3000 pupils of 50 different nationalities and over 400 staff members from different countries. Pupils study in eight language sections: French, English, German, Italian, Dutch, Estonian, Bulgarian and Romanian. Located on a spacious campus in the north of Brussels, we offer innovative teaching programs that allow to achieve exceptional academic results. More information about European schools in general is available at www.eursc.eu.

FUNCTIONS

Reporting to the Senior Technician and the School's Deputy Director of Finance and Administration. The technician will be responsible for managing, supervising, maintaining, and repairing equipment, as well as for technical and audio-visual installations

MAIN TASKS

- Management of the workers' intervention schedule
- Management and monitoring of maintenance for technical installations
- Daily management of requests submitted to the School's technical service
- Analysis of technical issues and proposal of suitable solutions
- Daily inspection of buildings for technical and safety compliance
- Technical interventions such as electrical work, HVAC, plumbing, carpentry (doors/frames), access control, fire alarms, intrusion alarms, interior renovations, and exterior maintenance
- Performing various plumbing tasks: minor repairs on faucets, toilets (unclogging and repairing)
- Monitoring school renovation projects
- Management of technical equipment inventory – sourcing quotes and ordering technical materials
- Preparation, organization, and setup of premises for events and meetings
- Assistance with the preparation of various files (environmental permits, PIU) in response to requests from the Deputy Director of Finance and Administration and the safety advisor
- Long-term maintenance strategy

PROFILE

- Technical training at the secondary level, type A2
- Professional experience in technical maintenance of a site
- Excellent command of French, able to communicate in English; knowledge of Dutch is considered an asset



EUROPASKOLEN EUROPÄISCHE SCHULE
ΕΥΡΩΠΑΪΚΟ ΣΧΟΛΕΙΟ EUROPEAN SCHOOL
ESCUELA EUROPEA ECOLE EUROPEENNE
SCUOLA EUROPEA EUROPESE SCHOOL
ESCOLA EUROPEIA EUROOPPA-KOULU
EUROPASKOLAN ЕВРОПЕЙСКО УЧИЛИЩЕ

- Good knowledge of computer tools (Office Suite) and a strong ability to learn and master new software
- Experience in team management is an advantage
- Strong emphasis on workplace safety
- Flexible organization, proactivity, and ability to manage files independently
- Excellent interpersonal skills
- Adherence to deadlines in task execution
- Sense of responsibility
- Ability to work under pressure and dynamic
- Capacity to work effectively in a team
- Respect for internal procedures, instructions, and current standards

WE OFFER

We are offering contracts in accordance with Service regulations for the administrative and ancillary staff (AAS) in the European schools (Ref.: 2007-D-153-en-14) available on the EE website : www.eursc.eu or by clicking [here](#)

- **Starting day** : as soon as possible after the end of the recruitment process.
- **Type of contract** : a full-time permanent contract subject to Belgian social and tax legislation in accordance with the Service regulations for the administrative and ancillary staff (AAS)
- **Salary** : monthly gross salary of €4,701.45 at the first step of the pay scale for the technician position
- **Weekly duration**: full-time of 37.5 hours
- **Reimbursement**: commuting expenses from home to work

INTERESTED ?

Please fill out the following form by clicking to : [this form](#) **AND** send the following requested documents in a **single PDF file** to lae-recruitment@eursc.eu

Your application must contain (**in ONE single combined PDF File**) :

- Cover letter
- Curriculum Vitae in Europass format
- Copy of diploma(s)

The email subject **and** the PDF File should mention the following reference:

→ 2024-33 SURNAME First name

Applications that do not comply with the procedure will not be taken into consideration.

Deadline for sending applications: 03-11-2024

Candidates selected for an interview will be required to present to the selection committee a certificate of good conduct (Type 2 – required for educational activity in Belgium or any other similar documents from another country of origin - “*Certificat de Bonnes Vies et Moeurs*”).

Please note that all data will be kept electronically while respecting the Privacy Statement for the recruitment and appointment of locally recruited staff available [here](#)