

ANNEX

Type of post	Description	Category/ Grade	Job title
Director-General	<ul style="list-style-type: none"> • Manages an administrative entity of the highest level and reports direct to a Member of the Commission • Assists in managing an administrative entity of the highest level and reports to the Director-General • Manages a large administrative entity on the basis of a mandate approved by the CDSE¹ • Very highly qualified official appointed to advise/represent the Institution in a specific field 	A*15/A*16	Director-General Deputy Director-General Head of Delegation Head of Service Adviser <i>hors classe</i>
Director	<ul style="list-style-type: none"> • Manages a large administrative entity and reports to the Director-General or to a Deputy Director-General or, exceptionally, to a Member of the Commission • Manages a large administrative entity on the basis of a mandate approved by the CDSE • Very highly qualified official appointed to advise the Institution or a Directorate-General in a specific field 	A*14/A*15	Director Head of Delegation Principal Advisor

¹ External Service Steering Committee

Head of Unit	<ul style="list-style-type: none"> • Manages an administrative entity and reports direct to a Director or, exceptionally, to a Director-General or Deputy Director-General • Manages an administrative entity on the basis of a mandate approved by the CDSE 	A*9/A*14	Head of Unit Head of Delegation Head of Representation Head of Language Department Audit supervisor
Administrator Linguist Administrator Research Administrator	<ul style="list-style-type: none"> • Official appointed to advise a Directorate-General or a Directorate in a specific field • Assists in running a Unit and reports to the Head of Unit • Coordinates the work of one of the sections of a Unit and reports to the Head of Unit or, exceptionally, direct to a Director or Director-General • Official engaged in planning, advisory or supervisory duties • Official producing translations or acting as a conference interpreter • Scientific or technical official engaged in planning, advisory or supervisory duties relating to a project or part of a project. 	A*5/A*14 ²	Adviser Deputy Unit Head Head of Section Administrator Interpreter Translator
Assistant/research assistant	<ul style="list-style-type: none"> • Official engaged in carrying out administrative and/or financial operations entailing, as relevant, the interpretation of rules and general instructions and/or responsibility for an administrative entity • Official engaged in conducting experiments or trials in various areas, and in compiling and classifying the results 	B*3/B*11	Chief Clerk ³ Assistant Technician

² The job titles "Adviser", "Deputy Unit Head" and "Head of Section" may be used only if the jobholders are in a grade between A*9 and A*14, and the appointing authority has taken a decision to appoint them in accordance with the rules in force.

³ The job title "Chief Clerk" may be used only if the jobholder is classified in grade B*10 or B*11

Secretary/clerk	<ul style="list-style-type: none"> • Official engaged in carrying out executive tasks of a mainly administrative nature • Official engaged in carrying out technical and/or laboratory work 	C*1/C*7	Secretary Clerk Laboratory worker
General worker	<ul style="list-style-type: none"> • Official engaged in elementary or routine work 	D*1/D*5	General worker