

# EPO Pan-European Seal Young Professionals Programme

## General Instruction Guidelines – Edition 2023/24

### HIGHLIGHTS

- First employment experience
- Possibility of extension from one up to three years
- Salary conditions (ca. €2000 net monthly in the first year, rising to ca. €3000 net in the second and third year)
- Coverage by EPO social security scheme (including private health insurance)
- Opportunities for secondment after Yr1
- Possibility of partial teleworking scheme

As Young Professionals at the European Patent Office, the second-largest intergovernmental organization in Europe, high-achieving university graduates are selected to undertake challenging assignments in a range of departments at the EPO's headquarters in Munich, Germany, or another EPO site such as The Hague, Vienna, Berlin or Brussels. The programme is a first employment opportunity and offers targeted self-development training. It is a 12-month programme with the possibility of an extension for up to three years, based on merits and performance.

### 1. Criteria for eligible candidates

Eligible candidates must, by the start of the traineeship, possess:

- Nationality of an [EPO Member State](#)
- Diploma of completed university studies at bachelor's level;
- Excellent knowledge of one of the EPO's official languages (English, German, French).

### 2. University shortlist

To be considered for the programme, candidates must be shortlisted by their university. Applications from non-shortlisted candidates will not be considered. Please note that the same candidate cannot be shortlisted for both the EPO and EUIPO, and that the university's own minimum selection criteria may differ from that of the EPO.

### 3. Online application

Shortlisted candidates must submit an online application, containing:

- A letter of motivation expressing the reasons for applying
- Up-to-date Curriculum Vitae
- A degree certificate (a provisional declaration may be submitted pending the conferral of your degree)\*

### 4. EPO selection procedure

The EPO will consider the applications of all shortlisted candidates. Suitable candidates will then be invited to an online interview with their prospective tutor. Candidates suitable for multiple business areas may be interviewed more than once.

### 5. Post-selection

Successful candidates will be informed in June and, by the start of the programme, are required to complete the following e-learning courses:

- [Course: Introduction to the European patent system \(epo.org\)](#)
- [Course: Using CPC in classification \(epo.org\)](#)
- [Course: The EPO as a PCT authority \(epo.org\)](#)

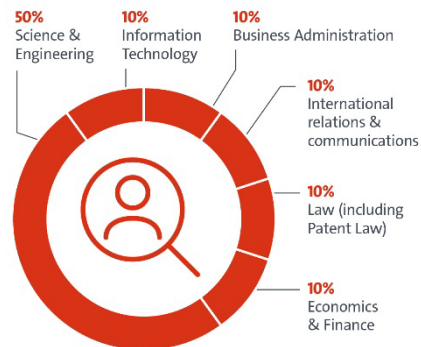
### 6. Timeline

|                         |                                           |
|-------------------------|-------------------------------------------|
| <b>December 2022</b>    | Programme launch with universities begins |
| <b>15 February 2023</b> | Vacancies open online                     |
| <b>28 February</b>      | Deadline for university shortlist         |

|                     |                                               |
|---------------------|-----------------------------------------------|
| <b>15 March</b>     | Deadline for students' application submission |
| <b>June</b>         | Communication of results to candidates        |
| <b>September</b>    | Communication of results to universities      |
| <b>15 September</b> | Start of programme at the EPO                 |

### 7. Vacancies

The EPO reserves the right to select candidates according to the Office's business needs. For the 2023 - 2024 programme, there are 100 vacancies offered in the following areas (indicative):



In particular, the EPO is looking for bright scientists and engineers with a strong academic background in a wide range of technical areas. Further details on the EPO's specific areas of interest can be found on the next page of this document.

### 8. Compensation & Benefits

Young professionals will receive a salary of ca. €2000 net monthly in the first year, rising to ca. €3000 net in the second and third year. All young professionals are covered by the EPO's social security scheme (including health insurance) and pension scheme.

### 9. Further information

More information on the EPO Pan-European Seal Young Professionals Programme is available via our [website](#).

For further queries, please contact: [paneuropeanseal@epo.org](mailto:paneuropeanseal@epo.org)

\*The final degree certificate must be presented to the EPO latest at the start of the programme

# Details of opportunities for students of technical courses

We look for many talented students with engineering and scientific backgrounds to join us as young professionals in patent examination. Please see below the range of technical areas offering programme seats.



For more details, please visit: [https://jobs.epo.org/content/Technology-Communities/?locale=en\\_GB](https://jobs.epo.org/content/Technology-Communities/?locale=en_GB)