



EUROPEAN SCHOOL BRUSSELS I  
ECOLE EUROPEENNE DE BRUXELLES I  
EUROPÄISCHE SCHULE BRÜSSEL I

Brussels, July 12, 2024

The European School Brussels I, Uccle and Berkendael sites, is recruiting :

## Substitute nurse - Part-time (M/F)

Needs-based replacement contract

A pool of replacements will be set up, and successful candidates will be invited to fill in as needed on school days.

EEBI is part of the European Schools system, providing education for children whose parents work for European institutions. Our school community is made up of 4,250 pupils of 60 different nationalities and over 500 staff from different countries. Students study in eleven language sections: English, Danish, Spanish, French, German, Greek, Hungarian, Italian, Latvian, Polish and Slovak. Located on two spacious, leafy campuses in the south of Brussels, our school offers innovative, inclusive teaching programs that deliver excellent academic results. More information on European Schools in general is available at <https://www.eurisc.eu/fr>

### JOB DESCRIPTION AND MAIN TASKS

Reporting to the Deputy Director of Finance and Administration and the Deputy Directors of the nursery, primary and secondary cycles, the nurse will be entrusted with the following tasks:

- Infirmery management :
  - Routine care of students (injured, sick, regular care) ;
  - Emergency care for the entire school population in the event of accident or illness;
  - Daily monitoring of specific treatments and health plans;
  - Welcoming and supporting students in crisis situations;
  - Management and ordering of pharmacy stocks and single-use equipment for care and medical visits;
- Organization of school medical inspections in collaboration with the school doctor:
  - Regular medical check-ups and screening ;
  - Medical records management ;
- Management of measures to be taken in the event of an infectious or contagious disease affecting the school population;
- Prevention actions ;
- Liaison between doctors, teachers, parents, re-educators, psychologists, students, etc.
- Declaration of "school accident" insurance in conjunction with the dedicated secretariat.

## PROFILE REQUIRED

- Graduate nurse or bachelor of nursing (A1 level required) ;
- Proven experience in a similar role in an educational establishment (ideally in nursery, primary and secondary schools);
- Experience of working with children;
- Perfect command of French and English, with knowledge of other European languages an asset;
- Proficiency in MS-Office ;
- Know how to organize and manage your time;
- Ability to work independently and take initiative;
- Ability to integrate quickly into a small team;
- Demonstrate discretion and flexibility;
- Excellent listening, empathy and analytical skills;
- A sense of responsibility;
- Communicate calmly and easily with a demanding public in a multicultural environment, including in crisis situations.

Candidates must also meet the following requirements:

- Be eligible to work in Belgium (work permit);
- Be registered with a commune in Belgium (NISS) ;
- Have a Belgian bank account (holder or joint holder) ;
- A clean police record (Model 2 - for access to education in Belgium, or a similar document for another country of origin).

## OFFER

- A replacement contract (according to the punctual needs and absences of other team members) subject to Belgian legislation in its social and fiscal provisions and according to the [status of Administrative and Service Personnel](#) (PAS);
- A gross wage of 34.46 euros per hour;
- A multicultural and stimulating work environment ;
- A varied job with lots of contacts.

To apply, please send before August 18<sup>th</sup>, 2024 at 11:59 p.m. the following documents (in PDF format) to [UCC-RECRUITMENT@eursc.eu](mailto:UCC-RECRUITMENT@eursc.eu) under reference "**Replacement nurse + surname + first name**".

- CV (Europass format)
- Cover letter
- Photocopies of certificates/diplomas

Candidates are invited to submit any additional documents they consider useful, such as a letter of recommendation or a recent assessment.

**Please also complete the following form:** [Substitute Nurse](#)

**Please note that only candidates who have completed all the above steps and applied before the deadline will be considered eligible.**

Candidates who have not received a reply by October 31, 2024 may consider their application unsuccessful. Candidates invited to interview will be contacted by e-mail or telephone.



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Shortlisted candidates will be asked to provide a clean police record (Model 2 - for access to education in Belgium, or a similar document for another country of origin) at their interview.

Please consult our Privacy Statement to find out how we treat your personal data in the context of recruitment on the website: <https://www.eeb1.com/app/uploads/2018/12/2018-03-D-23-fr-3.pdf>