

The EU-Japan Centre for Industrial Cooperation is requesting the services of *Expert Evaluators*, to join the evaluation board responsible for shortlisting students for the “Vulcanus in Japan” programme (2026–2027 session).

<https://www.eu-japan.eu/events/vulcanus-japan>. The deadline for submitting your application is: **Friday, 5 December 2025**.

## ELIGIBILITY

- The applicant (legal entity or sole trader) shall possess a valid VAT number or an officially recognized exemption from VAT registration.
- The applicant must be capable of performing the required tasks and must not be in a situation of insolvency or bankruptcy.

## PROFILE

The applicants’ backgrounds must meet all the following criteria:

- University-level studies in STEM<sup>1</sup> disciplines, preferably in Engineering, IT, or High-Tech fields.
- 10 + years of experience working in an industrial company or providing consulting services to industrial clients.
- Excellent English.
- Good knowledge of SharePoint.
- Understanding of the Vulcanus in Japan scheme.
- Ideally: Former experience in selecting candidates for similar programmes.

## SELECTION OF THE EXPERTS

Eligible applications will be assessed in accordance with the principles of best value for money by an evaluation committee consisting of staff members of the EUJIC office (Brussels), as detailed in the criteria below:

- The applicant must meet the required profile.
- Overall quality of the application, including clarity of documents and completeness of all requested information and supporting materials.
- Proof/details of experience and background.
- Requested remuneration.

## HOW TO PREPARE YOUR APPLICATION

The application must be submitted in English and include the following documents:

### 1 – Curriculum Vitae (CV), including:

- Full contact details.
- Legal and key information about the applicant, including physical address (corresponding to the registration number), name of legal representative, VAT details, registration number, and website address.
- Proof of expertise, specifying years of experience in an industrial company or as an industrial consultant.

### 2 – VAT documentation:

- Official VAT registration certificate or proof of VAT exemption.

### 3 – Covering letter, including:

- Declaration of any known or potential conflicts of interest.<sup>2</sup>
- Expected net daily remuneration, noting that the maximum allowable rate for this call is €450 per working day.

## SUBMISSION

Applications shall be submitted by email to Margherita Rosada at [vulcinjapan@eu-japan.eu](mailto:vulcinjapan@eu-japan.eu), no later than 5 December 2025. Please use the following subject line for your email: “VJ26 Expert Application – [Your Family Name]”.

## KEY DATES

**Launch of the call: Thursday 6 November 2025 - Deadline for applications: Friday, 5 December 2025**

**Selection results release: Friday, 12 December 2025** (Technical specifications on how to conduct the evaluation of the “Vulcanus in Japan” applications will follow).

**Expected dates for the assignment: Starting date: Friday, 6 February 2026. The assignment is expected to last approximately 4 working days.** (The exact number of working days will be announced after 20 January 2026, it will depend on the number of Vulcanus in Japan applications received).

## CONTACT

For further information, please contact Margherita Rosada ([vulcinjapan@eu-japan.eu](mailto:vulcinjapan@eu-japan.eu)).

<sup>1</sup> (The acronym STEM stands for “Science, Technology, Engineering and Mathematics”)

<sup>2</sup> All applicants shall declare promptly any potential Conflict of Interests and agree to sign a related declaration if required to do so. A conflict of interests arises when reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest or circumstances may affect the impartial and objective nature of a process or duty.