



## **The Competition and Consumer Protection Commission (CCPC).**

### **Candidate Information Booklet**

**Job Title:** Director of Competition Adjudication Unit  
**Grade:** Principal Officer (PO)  
**Closing date:** 12 noon, Wednesday, 15th May



## **The Competition and Consumer Protection Commission (CCPC):**

The Competition and Consumer Protection Commission (“CCPC”) is the statutory body responsible for enforcing competition and consumer protection law in Ireland. The CCPC’s broad mandate, covering all sectors of the economy, gives it a vital role in ensuring that markets work better for consumers.

We are governed by an Executive Chairperson and three Commission Members (“the Commission”). The Commission is responsible for the strategic and operational management of the organisation to deliver on our mission and meet our regulatory objectives.

Each Division of the CCPC is overseen by a Member of the Commission, led by a Divisional Director and managed by a senior management team from within the Division. We are staffed with people from a wide range of technical backgrounds, including economists, lawyers, digital forensic specialists, investigators, communications professionals and more.

You can read our [strategy statement](#) which outlines the vision, mission, values and goals of the CCPC. Further information on the work of the CCPC to be found at [www.ccpc.ie](http://www.ccpc.ie).

## **Equal Opportunities**

The CCPC is an equal opportunities employer. We are committed to championing an inclusive and diverse workforce that reflects modern Ireland and the people we serve. We strive to create a culture where everyone has equal access to opportunity and feels comfortable and confident to be themselves at work. Reasonable Accommodations will be provided, if required, during this process. To discuss and request reasonable accommodations in confidence please contact [ccpccareers@cpl.ie](mailto:ccpccareers@cpl.ie)

## General Information:

<b>Job Title:</b>	Director of Competition Adjudication Unit
<b>Grade:</b>	Principal Officer (PO)
<b>Starting Salary:</b>	<u>*€100,885</u> *Point of entry on this salary scale may differ from the minimum point of the scale if the successful candidate is a current public or civil servant.
<b>Employing Authority:</b>	Competition and Consumer Protection Commission (CCPC)
<b>Office Location:</b>	Bloom House, Railway Street, Dublin 1, D01 C576
<b>Working Hours:</b>	To be discussed with the successful candidate: A minimum of 3 days (21 hours) per week will be required. The CCPC will consider applications from candidates who wish to work on a part-time basis, however, flexibility would be required with regard to extra attendance, which may be required from time to time. The salary set out above is based on a standard 5-day working week (35 hours). If the CCPC agrees to the successful candidate having a working arrangement based on less than 35 hours per week, the salary set out above will be pro-rated accordingly.
<b>Hybrid / Agile / Remote Working:</b>	<p>You will be required to attend the office at least 40% of your time and can avail of remote working up to 60% of your time, this is subject to business requirements.</p> <p>The CCPC generally operates on a fully remote basis during the month of August and fully remote over the Christmas period. This arrangement is subject to business requirements.</p>
<b>Closing Date:</b>	12.00 pm, Wednesday, 15th May
<b>Annual Leave:</b>	30 days (pro-rata)
<b>Tenure:</b>	Wholetime, Permanent

## Division Overview:

The Competition (Amendment) Act 2022 (the “2022 Act”), which transposes Directive (EU) 2019/1 (the ECN+ Directive), establishes a landmark new administrative enforcement regime in Ireland for breaches of EU and Irish competition law. Part 2D of the Competition Act 2002 (as inserted by the 2022 Act) (the “2002 Act”) creates a new administrative adjudication regime under which the CCPC will have the power, subject to court approval, to make decisions concerning alleged infringements of competition law and to impose administrative financial sanctions of up to €10 million or 10% of total worldwide turnover. Cases will be referred for adjudication following investigation by CCPC investigation teams.

Part 2D of the 2002 Act creates the role of Adjudication Officers (AO) that are nominated by the CCPC and appointed by the Minister for Enterprise, Trade and Employment. Part 2D also provides for the role of Chief Adjudication Officer (CAO). Over the coming months, the CCPC intends to nominate one CAO and a panel of AOs for appointment by the Minister for Enterprise, Trade and Employment. Section 15R of the 2002 Act also provides for the appointment by the CCPC of assistants to support the adjudication function. The legislation contains stringent requirements to ensure that the CAO, AOs and their assistants are independent in the performance of their functions.

The CCPC is establishing a Competition Adjudication Unit that will be responsible for supporting the set-up and operation of the new adjudication function under Part 2D of the 2002 Act. The Competition Adjudication Unit’s main role will be to provide support to the CAO and AOs in the exercise of their functions. Robust arrangements will be put in place to ensure clear separation between the CCPC’s investigative and adjudication functions in relation to breaches of competition law and to safeguard the independence of the adjudication regime. However, the Competition Adjudication Unit will nonetheless play a central role within the CCPC. Subject to the to the independence requirements set out in Part 2D of the 2002 Act, the Director of the Competition Adjudication Unit will be accountable to the Commission on corporate governance and budgetary matters relating to the Unit.

## The Role:

The CCPC is seeking to recruit a Director of the new Competition Adjudication Unit. This is an opportunity for an experienced lawyer, with excellent strategic leadership skills, to take on a senior management role in a dynamic and fast-paced public sector organisation. The Director will be responsible for overseeing the establishment and operation of the Competition Adjudication Unit at a time of very significant change in the enforcement of competition law in Ireland. The post holder will be self-driven and results-oriented with experience of providing advice on complex legal matters and the ability to work on their own initiative and manage relationships with different stakeholders.

Reporting to a Member of the Commission, the Director of the Competition Adjudication Unit will be responsible for establishing the new Competition Adjudication Unit and ensuring that robust and efficient businesses practices and procedures are put in place from the outset. This is a core requirement of the role, requiring strong management and leadership skills. It is anticipated that the Competition Adjudication Unit will rely initially on support from external advisors (e.g. lawyers, economists etc.) but will also over the next 1-2 years build its own in-house team. A key part of the Director’s role will be to procure and manage panels of external legal and economic advisors to support the adjudication function. The Director will also be responsible in due course for recruiting, managing, and mentoring the Competition Adjudication Unit’s own in-house staff.

## **The Successful Candidate:**

The Director of the Competition Adjudication Unit will have a critical leadership role in the delivery of legal services, including specialist legal and procedural advice, to the CAO and AOs. This specialist advice will support the CAO and AOs in making strong, independent, and legally robust decisions. The Director of the Competition Adjudication Unit will be required to develop strong working relationships with the CAO and AOs and to liaise closely with them in relation to all aspects of the adjudication function. The Director will engage directly with the CAO regarding all matters referred for adjudication under Part 2D of the 2002 Act. The Director will report to a Member of the Commission in relation to governance, human resource management matters and budget management.

Subject to the independence requirements set out in Part 2D of the 2002 Act, the Director may also from time to time be requested to work on other tasks or projects within the CCPC commensurate with their skills and experience that are external to the adjudication function. Such tasks or projects will not relate to the investigation of suspected breaches of competition law.

In addition to the immediate appointment from this campaign, an order of merit may be established. This may be used to fill any future vacancies at the same level within this or other Divisions of the CCPC where roles have similar responsibilities and/or similar skills are required.

## **Key Responsibilities:**

The Key Responsibilities of this position will include the following:

- Establish the Competition Adjudication Unit:
  - Planning and establishing the resources needed to support the adjudication function;
  - Establishing robust procedures and processes to enable the Chief Adjudication Officer and Adjudication Officers to discharge their functions effectively.
- Develop and drive the strategy and workplan of the Competition Adjudication Unit, provide strategic leadership to the Unit and pro-actively contribute to the effective operation of the adjudication function.
- Provide legal advice to the Chief Adjudication Officer and Adjudication Officers in relation to all aspects of the adjudication function.
- Oversee the procurement of external legal services providers (and other service providers, where appropriate) and ensure the effective management and oversight of such service providers, including costs management and budgeting.
- Recruit, lead, develop, and manage the team in the Competition Adjudication Unit, setting high standards and implementing strategies to drive team performance.
- Provide an effective support service to the Chief Adjudication Officer and Adjudication Officers through the strategic management and leadership of the Competition Adjudication Unit. This will include management of oral hearings under Part 2D of the 2002 Act and managing court proceedings arising from the Part 2D adjudication process.

- Manage and supervise work across the Unit, including:
  - Active engagement with areas such as case management and project management;
  - Establishing systems and processes to enable timely and effective decision-making.
- Effectively manage multiple caseloads and tasks and allocate resources appropriately.
- Lead a culture of continuous improvement, innovation and collaboration, contributing towards building a highly effective adjudication function and the development of its procedures and internal systems.
- Build, manage and maintain productive and positive relationships with internal and external stakeholders.
- Promote the Vision, Mission and Values of the CCPC and the Competition Adjudication Unit.
- From time to time, undertake other tasks or projects within the CCPC that are external to the adjudication function. Such tasks or projects will not relate to the investigation of suspected breaches of competition law.

### **Essential:**

Please note: In order to satisfy the shortlisting panel, you must clearly highlight within your application that you meet the essential requirements. If this is not clearly displayed, it may prevent your application progressing to the shortlisting stage.

It is required at a minimum that candidates demonstrate the following:

- Candidates must have been called to the Bar in the State or have been admitted and be currently enrolled as a solicitor in the State **or** hold a professional qualification in law which would be acceptable to the CCPC as being equivalent to the above and have at least 5 years' post-qualification experience as a practising barrister/solicitor.
- Relevant work experience either in a law firm, as a practising barrister, as in-house counsel, or in the public service, with a strong record of professional achievement.
- Strong leadership and management experience, including at least 2 years' experience in managing teams and experience of leading within a senior management team.
- Ability to provide clear, focused and strategic legal advice.
- Highly developed organisational and administrative skills.
- Proven ability to lead and deliver on projects within tight time frames.
- Excellent communication, networking and influencing skills, and the capacity to influence and work effectively with a broad range of stakeholders in a constructive manner.
- Oral and written fluency in the English language.

### **Desirable:**

- At least 8 years' post-qualification experience as a practising barrister/solicitor.
- Experience of regulatory decision-making, dispute resolution and/or litigation.
- Experience of providing legal advice and support in the areas of EU or Irish competition law, merger review and/or consumer protection law.
- Experience of providing legal advice in relation to the law on fair procedures and administrative decision-making.

### **Application Process:**

To apply for this role using the link on the CCPC [careers page](#), please submit an up-to-date CV and a cover letter indicating why you are suited to the role. Applicants should note that canvassing will result in your exclusion from the process.

### **Shortlisting:**

Shortlisting of candidates will be based on the information provided in their application. In order to satisfy the shortlisting panel, you need to clearly highlight within your application how your skills and experience meet the essential criteria. If this is not clearly displayed, it may prevent your application progressing to the shortlisting stage.

### **Interview Process:**

There will be two interviews for this role that are likely to take place at the end of May. During the first-round interview, the CCPC will conduct competency style interviews based on the Principal Officer [competencies](#) below:

- 1) Strategic Awareness
- 2) Persuasive Communication
- 3) Decision Making
- 4) Resilience
- 5) Leading People
- 6) Results Orientation

Full details of these competencies can be found on the [CCPC careers page](#)

The second-round interview will involve an assessment using practical methods such as presentation skills, writing assignments or role play.

To find out more about what it is like to work in the CCPC, FAQ's, terms and conditions and the benefits on offer, please visit our [CCPC careers page](#)