



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

**Candidate Information Booklet**

**Job Title:** Deputy Director for Digital Regulation  
**Grade:** Assistant Principal Higher (AP1)  
**Closing date:** 3pm, Thursday, 10<sup>th</sup> April, 2025



## General Information:

<b>Job Title:</b>	Deputy Director for Digital Regulation
<b>Grade:</b>	Assistant Principal Higher (AP1)
<b>Starting Salary:</b>	<u>*€88,547</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>	35 hours per week
<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>	3.00 pm, Thursday, 10 <sup>th</sup> April, 2025
<b>Annual Leave:</b>	30 days per annum.
<b>Tenure:</b>	Wholetime, Permanent

## **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)

## Division Overview

The Digital & Data Regulation Division (DDR Division) is a new division established to fulfil the CCPC's important and expanding role in regulating digital and data markets. The work of the DDR Division contributes to greater trust, accountability and transparency in the digital economy and with online marketplaces.

To fulfil this role, the DDR Division engages with industry, including large multinationals, and cooperates with other authorities operating at national, EU and international level.

The DDR Division is responsible for the CCPC's functions under the Digital Services Act (DSA) relating to online marketplaces and the Platform to Business Regulation (P2B Regulation). These aim to ensure user safety, protect fundamental rights, and create a fair and transparent online platform environment. In this way, consumers are protected through reduced exposure to illegal goods and services. Under the P2B Regulation, providers of digital services have a single set of rules across the EU, whilst business users of digital services have access to EU-wide markets through platforms and protections to ensure a level playing field.

There are currently two units in the DDR division which deliver the CCPC's statutory functions under this digital mandate:

- a) The Digital Markets and Platforms Unit operates our functions under Articles 30 to 32 of the DSA- see here for more information on our DSA work. It also operates our functions under the P2B Regulation. For more information on the P2B Regulation see [here](#)
- b) The Data Regulation Unit (DRU) is responsible for regulating entities under the EU Data Governance Act as the competent authority and for the CCPC's upcoming role under the EU Data Act. For more information on data regulation see [here](#).

## The Role:

The CCPC is seeking to recruit a Deputy Director for Digital Regulation, at Assistant Principal Higher (AP1) level, reporting to the Director and overseeing the Digital Markets and Platforms Unit. This is an opportunity for a high calibre senior manager, with demonstrated experience of leading teams, operating in a regulatory environment and delivering projects.

The Deputy Director will work closely with the Director and the other Deputy Director in the DDR division to firmly establish the new team, develop processes and procedures, so as to implement and enforce the laws for which we have responsibility under the DSA and the P2B Regulation.

This is an exciting time to join a new, growing, future-focused division in the CCPC. There will be opportunities for those working in the division to shape the new responsibilities and processes of the CCPC as our digital regulation remit continues to expand.

## **The Successful Candidate:**

The successful candidate will have a critical role in implementing these new laws and working to ensure both they and the new DDR team is equipped to tackle complex problems, ensure effective delivery and support enforcement outcomes in a dynamic environment.

We are looking for a person who:

- Can work collaboratively, adapt their style and influence/negotiate effectively.
- Is driven, with a proactive and flexible approach.
- Has a very strong communication skills and an ability to think strategically.
- Can implement fair procedures and lead a process from complaint to enforcement.
- Has proven experience in building, developing and leading a team.
- Has a proven track record of delivering high-quality results.

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:**

- Support the Director, Deputy Director and Head of the Digital Markets and Platforms Unit (DMPU) on the establishment of the division.
- Oversee the development and implementation of policies and procedures for:
  - Processing of complaints
  - Early resolution measures
  - Conducting investigations, including use of investigatory powers and fair procedures
  - Enforcement, up to and including recommendations that may result in administrative fines
- Oversee efficient management of complaints processing for the DSA and P2B Regulations.
- Oversee progression of cases, working with legal and digital colleagues to ensure robust assessments and recommendations.
- Oversee the smooth implementation of the CCPC's levy of online marketplaces established in Ireland, as set out in the Digital Services Act 2014.
- Develop and deliver regular compliance programmes for the DSA and P2B Regulations.
- Build strong relationships with Coimisiún na Meán (the Digital Services Coordinator for the DSA in Ireland), the European Commission and other competent authorities across Europe.
- Attend and actively participate in European meetings and working groups relating to the DSA and P2B Regulation.
- Oversee the appropriate stakeholder engagement with industry in Ireland and Europe to ensure a clear understanding of the CCPC's role.
- Build expert knowledge and develop a team of experts to ensure successful implementation of the DSA and P2B Regulation.
- Recruit and develop the team in line with the Director's vision and workplan.
- Promote the Mission, Vision and Values of the organisation through self-management and team management.
- Such other functions as may be required from time to time both nationally and internationally to fulfil the business objectives of the CCPC.

### **Essential:**

- Relevant Level 8 or above third level qualification in law, regulation, compliance, or economics or other demonstrably relevant discipline or equivalent professional experience.
- At least 4 years of comparable professional experience, for example in a regulatory, civil enforcement or investigation environment.
- Strong planning/project management skills.
- Demonstrated experience in leading and managing teams.
- Demonstrated experience of delivering results in a challenging environment.
- Demonstrated communication and influencing skills.
- Demonstrated experience in the digital markets economy, either through online platforms, online marketplaces or other equivalent sector.

### **Desirable:**

- Relevant experience of implementation and/or knowledge of Irish and/or European legislation and policies, preferably those that concern digital, data, telecoms, or consumer protection legislation.
- Relevant experience of working in Government agencies and/or in an international environment/network.
- Relevant knowledge and experience of best practice in case management, operations, or user experience.
- Experience of working across organisations in a national/international context.
- Experience or exposure to e-investigation tools/techniques, OSINT, investigative databases and analytical software tools.
- Strong corporate governance, change management, risk management and organisational skills.

### **Application Process:**

To apply for this role using the link on the CCPC [careers page](#), please submit an up-to-date CV. and cover letter. The CV should be no longer than two pages and the cover letter must address the two points below, in no more than 800 words total.

- a) Your cover letter should specifically highlight your relevant experience and suitability for the role, with reference to a demonstrated example.
- b) Your motivation for applying for this 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 in early May. During the first-round interview, the CCPC will conduct competency style interviews based on the Assistant Principal Higher (AP1) [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](#) under FAQ.

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](#)