



VACANCY NOTICE

SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION

Post identification: (DG-DIR-UNIT)	BUDG-E-1/E-2/E-3
Acting Director: Email address: Telephone: Number of available posts: Suggested taking up duty: Suggested initial duration: Place of secondment:	Niall Bohan Niall.bohan@ec.europa.eu 00-32-2-298674 5 4th quarter 2020 ¹ 2 years ¹ <input checked="" type="checkbox"/> Brussels <input checked="" type="checkbox"/> Luxemburg <input type="checkbox"/> Other:
	<input checked="" type="checkbox"/> With allowances <input type="checkbox"/> Cost-free
This vacancy notice is also open to <input type="checkbox"/> the following EFTA countries : <input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland <input type="checkbox"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway) <input type="checkbox"/> the following third countries: <input type="checkbox"/> the following intergovernmental organisations:	

1. Nature of the tasks

The position offers national experts with a background in financing operations and debt management the possibility to become part of a demanding, innovative and high-profile initiative that will be at the heart of the EU recovery from the COVID-19 crisis.

To finance the EU policy response to the COVID-19 crisis and support economic recovery in the EU, the Commission will significantly increase its borrowing activities in capital markets. Most notably, the implementation of the Recovery Fund under Next Generation EU foresees the issuance of bonds. The proceeds will be used principally to finance a number of Union policies, while a portion will be lent to Member States to finance national recovery plans. This will build on the Commission's track-record as an issuer with an outstanding volume of issued debt of over EUR 50 billion, as well as the forthcoming issuance of debt to finance loans to Member States under the SURE instrument (EUR 100BN).

Given the size of the funding to be raised over the coming 4-5 years, the Commission is seeking to significantly and quickly enhance its capacity to administer borrowing and lending operations on behalf of the Union. The Commission is seeking to complement its expanding team, comprising statutory and contractual staff, with a number (8) of national experts. The national experts should bring operational expertise and experience in structuring and implementing funding operations and in the organisation of critical support functions.

In particular, national experts will be selected on the basis of their contribution that they can make to strengthening the Commission's capacity in respect of the following dimensions: the conception and design of a diversified funding strategy which links the funding activities to the overall budget management of the Union; the preparation and execution of bond issuances; the management of the investor base and stakeholder

¹ These mentions are given on an indicative basis only (Art.4 of the SNE Decision).

relationships; the administration of lending activities; the organisation of payment and settlement functions; accounting, reporting and audit functions.

The national expert will enjoy important responsibilities in his/her respective field of competence and be relied on heavily for strategic and operational guidance. The national expert will enjoy considerable autonomy and room for initiative in the achievement of agreed objectives while being fully integrated and working within the organizational/management structure of the Directorate.

The expert will join the Directorate which undertakes market operations on behalf of the Union budget (“Asset and Financial Risk Management”). This Directorate, the bulk of whose activities are located in Luxembourg, forms part of the Commission’s Directorate-General for BUDGET. As well as the aforementioned borrowing and lending activities, this busy and expanding Directorate also manages the assets that the Commission holds on behalf of different Union policies including the Guarantee Funds for EFSI, the future InvestEU and the External Action Guarantee. This Directorate also coordinates the Commission policy framework for managing and reporting on the build-up of contingent liabilities under the budgetary guarantees.

Candidates for national expert positions will be selected on the basis of the particular expertise and experience that is required to complete the team. In this first round of calls for expressions of interest, the Commission is seeking to recruit 5 experts that can assist with the following priority functions:

- Framing and implementation of a diversified funding strategy;
- Investor and counterparty relationship management
- Organisation of lending operations;
- Organisation of payment, reconciliation and settlement functions;
- Accounting, reporting and audit.

Applications from candidates that can contribute operational, technical and organizational insight across two or more of these functions will be particularly welcome.

2. Main qualifications

a) Eligibility criteria

The following eligibility criteria must be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil all of these criteria will be automatically eliminated from the selection process.

- Professional experience: at least three years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD;
- Seniority: candidates must have at least one year seniority with their employer, that means having worked for an eligible employer as described in Art. 1 of the SNE decision on a permanent or contract basis for at least one year before the secondment;
- Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. SNE from a third country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties.

b) Selection criteria

Diploma

- university degree or
- professional training or professional experience of an equivalent level

in the field(s) : economics, finance, business administration, IT or law.

Professional experience

In one or more of the following activities:

- Debt issuance
- Investor and counterparty relationship management
- Organisation of lending operations;
- Organisation of payment, reconciliation and settlement functions;
- Accounting, reporting and audit.

Language(s) necessary for the performance of duties

English. Fluency in FR and/or DE will be an important asset.

3. Submission of applications and selection procedure

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward it to the competent services of the Commission within the deadline fixed by the latter. The CV must mention the date of birth and the nationality of the candidate. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are asked not to add any other documents (such as copy of passport, copy of degrees or certificate of professional experience, etc.). If necessary, these will be requested at a later stage. Candidates will be informed of the follow-up of their application by the unit concerned.

4. Conditions of the secondment

The secondment will be governed by the **Commission Decision C(2008)6866 of 12/11/2008** laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security system.

Unless for cost-free SNE, allowances may be granted by the Commission to SNE fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNE are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

If any document is inexact, incomplete or missing, the application may be cancelled.

Staff posted in a **European Union Delegation** are required to have a security clearance (up to SECRET UE/EU SECRET level according to Commission Decision (EU, Euratom) 2015/444 of 13 March 2015, OJ L 72, 17.03.2015, p. 53).

The selected candidate has the obligation to launch the vetting procedure before getting the secondment confirmation.

5. Processing of personal data

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.DDG.B4. The data processing is subject to the SNE Decision as well as the Regulation (EU) 2018/1725.

Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts).

You have specific rights as a 'data subject' under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the

processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

Contact information

- **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, HR.DDG.B.4, HR-MAIL-B4@ec.europa.eu.

- **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer (DATA-PROTECTION-OFFICER@ec.europa.eu) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

- **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor (edps@edps.europa.eu) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

To the attention of candidates from third countries: your personal data can be used for necessary checks.