



EUROPEAN COMMISSION

## VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	IAS.C
Post number in sysper:	469720
Contact person:	SIMEON Anne-Catherine
Provisional starting date:	4rth quarter 2025
Initial duration:	2 years
Place of secondment:	<input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a>
Type of secondment	<input checked="" type="radio"/> With allowances <input type="radio"/> Cost-free
This vacancy notice is open to:  <input checked="" type="radio"/> EU Member States as well as <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"/> The following third countries: .... <input type="checkbox"/> The following intergovernmental organisations: ...  <input type="radio"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)	
Deadline for applications	<input checked="" type="radio"/> 2 months <input type="radio"/> 1 month  Latest application date: 26-05-2025

### Entity Presentation (We are)

We are the Internal Audit Service (IAS) of the European Commission, composed of around 160 highly motivated staff working in a friendly and collaborative environment. The IAS audits management and control systems of Commission Directorates General and services, of executive agencies, and of a number of decentralised EU agencies and other autonomous bodies receiving contributions from the EU budget. The IAS carries out its mission in accordance with the governance arrangements of the European Commission, the Financial

Regulation, the international internal audit standards of the Institute of Internal Auditors (IIA).

The IAS reports and is functionally accountable to the Audit Progress Committee (APC) regarding its audit activities in the Commission and executive agencies. For its work in decentralised EU agencies and other autonomous bodies, the IAS reports functionally to the Board and the Executive Director of each respective entity. Its independence is guaranteed in its Mission Charter.

### **Job Presentation (We propose)**

We propose an interesting opportunity for a talented and motivated professional to join the IAS as internal auditor. The IAS has 11 audit units, each consisting of around 12 highly committed and qualified professionals, working in a collaborative and welcoming environment. Each unit is responsible for a specific portfolio focused on specific policy areas to ensure efficient operations. The successful candidate will participate in various financial and operational/performance audit engagements aiming to assess the internal control, risk management, and governance processes of the services audited and improve them through practical and effective recommendations and advice. S/He will contribute to the audit process, from the planning phase (including the preliminary risk assessment) to the preparation of the audit report. S/He will work initially as team member, but they may get opportunities for moving into a team leadership role. In addition, s/he may serve as correspondent for one/some of the audited entities in the unit's portfolio and will contribute to the horizontal tasks of the unit as well as to the evolution of the IAS. S/He will also have the opportunity to assist in the continuous improvement of the audit methodology, the internal procedures, the quality and the efficiency of the audit process.

The IAS values and supports all its staff in their professional and personal growth through a comprehensive audit training program, enabling them to become familiar with its core business, procedures, and specific working tools. It also encourages continuous professional education (including obtaining/maintaining audit-related professional qualifications such as CIA and CISA). In some units, as certain audited entities are located outside of Belgium, the role may involve up to five one-week missions per year. Additionally, successful candidates recruited in a certain unit may be asked to temporarily work on audit assignments for other units.

### **Jobholder Profile (We look for)**

We look for a highly motivated, dynamic, reliable, and well-organised person, with a high standard of professional and technical competence. Strong written and oral communication skills are essential, along with the ability to work well within a team, demonstrate strong interpersonal skills (able to build and maintaining relationships with stakeholders), show initiative, and exercise good judgment.

The applicants must have:

- a prior audit experience of at least 3 years in assessing the internal control systems in the areas of financial, operational or supporting processes (e.g.

- human resources, budget management, planning and programming, project management);
- a good knowledge of internal audit principles and methodologies;
- a good knowledge of internal control and risk management frameworks (COSO, COSO-ERM);
- a good understanding of the principles of governance and sound management of resources;
- the ability to analyse complex situations, exercise critical thinking, identify root causes and propose cost-effective solutions to improve audited entities' internal control systems;
- the ability to draft and communicate clearly and concisely in English.

The following would be an asset:

- a prior audit experience related to EU funds or a public sector entity;
- a professional certification in internal auditing (CIA, CISA or CGAP) or external auditing (ACCA, statutory auditor);
- a propensity for leading a small team of auditors, and abilities in planning appropriate procedures and methods to meet the team's objectives while considering the efficient use of resources;
- experience in data analysis, sampling techniques/statistics;
- an interest in cybersecurity and digital auditing (including IT governance, digital transformation initiatives,...);
- understanding of functioning of financial instruments.

### **Eligibility criteria**

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).

Under the terms of the SNE Decision, you need to comply with the following eligibility criteria at **the starting date** of the secondment:

- **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:** having worked for at least one full year (12 months) with your current employer on a permanent or contract basis.
- **Employer:** must be a national, regional or local administration or an intergovernmental public organisation (IGO); exceptionally and following a specific derogation, the Commission may accept applications where your employer is a public sector body (e.g., an agency or regulatory institute), university or independent research institute.
- **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. If you come from a third country, you must produce evidence of a thorough knowledge of the EU language necessary for the performance of his duties.

### **Conditions of secondment**

During the full duration of your secondment, you must remain employed and remunerated by your employer and covered by your (national) social security system.

You shall exercise your duties within the Commission under the conditions as set out by aforementioned SNE Decision and be subject to the rules on confidentiality, loyalty and absence of conflict of interest as defined therein.

In case the position is published with allowances, these can only be granted when you fulfil the conditions provided for in Article 17 of the SNE decision.

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](#)). It is up to you to launch the vetting procedure before getting the secondment confirmation.

### **Submission of applications and selection procedure**

If you are interested, please follow the instructions given by your employer on how to apply.

The European Commission **only accepts applications which have been submitted through the Permanent Representation / Diplomatic Mission to the EU of your country, the EFTA Secretariat or through the channel(s) it has specifically agreed to**. Applications received directly from you or your employer will not be taken into consideration.

You should draft your CV in English, French or German using the **Europass CV format** ([Create your Europass CV | Europass](#)). It must mention your nationality.

Please do not 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.

### **Processing of personal data**

The Commission will ensure that candidates' personal data are processed as required by Regulation (EU) 2018/1725 of the European Parliament and of the Council <sup>(1)</sup>. This applies

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<sup>(1)</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39)

in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.