



EUROPEAN COMMISSION

## VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

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| DG – Directorate – Unit  | OLAF-DG-Reporting directly to the Director-General  |
| Post number in sysper:   | 495826  |
| Contact person:  | Stavroula KOUTOULAKOU (32)22953382<br><a href="mailto:Stavroula.KOUTOULAKOU@ec.europa.eu">Stavroula.KOUTOULAKOU@ec.europa.eu</a>                                  |
| Provisional starting date:   | 4th quarter 2025  |
| Initial duration:  | 2 years   |
| Place of secondment:   | <input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxembourg <input type="checkbox"/> Other: <a href="#">Click or tap here to enter text.</a> |
| Type of secondment   | <input type="radio"/> With allowances <input type="radio"/> Cost-free   |
| This vacancy notice is open to:  |   |
| <input type="radio"/> EU Member States as well as<br><input type="checkbox"/> The following EFTA countries:<br><input type="checkbox"/> Iceland <input type="checkbox"/> Liechtenstein <input type="checkbox"/> Norway <input type="checkbox"/> Switzerland<br><input type="checkbox"/> The following third countries: ....<br><input type="checkbox"/> The following intergovernmental organisations: ... |   |
| <input type="radio"/> EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway)  |   |
| Deadline for applications  | <input type="radio"/> 2 months <input type="radio"/> 1 month<br><br>Latest application date: <a href="#">Click or tap to enter a date.</a>                        |

### Entity Presentation (We are)

We are the European Anti-Fraud Office (OLAF) whose mission is to protect the financial interests of the European Union, to fight fraud, corruption and any other irregular activity, including misconduct within the European Institutions. In pursuing this mission

in an accountable, transparent and cost-effective manner, OLAF aims to provide a quality service to the citizens of Europe. OLAF achieves its mission by conducting, in full independence, internal and external investigations. It also organizes close and regular cooperation between the competent authorities of the Member States to coordinate their activities.

Within OLAF, the review function is the internal advisory and control procedure set up by the Director-General pursuant to Article 17(7) of Regulation (EU, Euratom) No 883/2013 and includes a legality check, relating, inter alia, to the respect of procedural guarantees and fundamental rights of the persons concerned and of the national law of the Member States concerned.

This function is carried out by Reviewers, who are organised in a Review Team attached to the Office of the Director-General. The Reviewers are experts in law and investigative procedures.

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

OLAF offers an interesting and challenging position as Legal Officer (Reviewer) to a Seconded National Expert (SNE) in the Review Team.

As a member of the Review Team, the jobholder is required:

- to carry out the ex-ante legality check of investigative activities to be performed during an investigation and the ex-post final review of the case closure Final Report and documents at the end of an investigation, in order to ensure the legality, necessity and proportionality of the investigative activities and the respect of the rights and procedural guarantees throughout the investigative procedure ;
- to provide objective and impartial opinions to the Director-General of OLAF, on the matters falling within the responsibility of the Review Team ;
- to actively support and advice the investigative units on the implementation of the investigative rules and procedures ;
- to identify, report to and brief, the OLAF management and investigation units on legal (horizontal) issues arising in the course of the investigative activities or before the closure of cases, with a view to contributing to establishing consistent legal practices throughout the Office ;
- to coordinate, with the relevant units in OLAF, to guarantee consistency in the position of OLAF on legal matters concerning investigations.

This job offers visibility and involves direct contacts with various OLAF units, in particular the investigation units.

We are offering a dynamic and friendly work environment with colleagues who look forward to welcoming you in the team. We are striving to offer a good work/private life balance, and we apply flexible working arrangements to achieve this.

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

The successful candidate must have a university degree in law and be an expert in investigative procedures.

The following experience, skills and competences are considered essential:

- Experience as a judge, prosecutor or senior investigator, with experience in procedural guarantees and fundamental rights, preferably in criminal or administrative investigations and linked horizontal issues ;
- Practical or academic expertise in criminal and/or administrative law, in the EU institutions or bodies or in the Member States, preferably with regard to the protection of the financial interests of the EU, the EU budget and the management of EU funds ;
- Good knowledge of the legal framework applicable to the Office ;
- Knowledge of different areas of law that relate to the work of the Office, in particular EU public finances, EU civil service, contracts, subsidies and public procurement, data protection, and criminal law relating to the fight against fraud and corruption ;
- Very good analytical and problem-solving skills ;
- Excellent interpersonal skills, argumentation, negotiation and conflict resolution skills;
- A service culture approach (customer service and problem solving) and a proven ability to meet deadlines and work in a team ;
- Teamwork spirit and a strong ability to establish and maintain constructive working relationships ;
- An excellent aptitude for oral communication and drafting documents in English ;
- Given the nature of the tasks, the highest standards of independence, integrity and discretion are necessary.

Further assets would be:

- Knowledge of the legal systems of several EU Members States including the Belgian legal system ;
- Sound knowledge of French and of additional EU languages.

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

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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)