



VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	DG BUDG - DDG2
Post number in sysper:	Click or tap here to enter text.
Contact person:	Iliyana Tsanova
Provisional starting date:	Q3 quarter 2024
Initial duration:	2-3 years
Place of secondment:	<input checked="" type="checkbox"/> Brussels <input type="checkbox"/> Luxemburg <input type="checkbox"/> Other: Click or tap here to enter text.
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 checked="" type="checkbox"/> The following intergovernmental organisations: European Bank for Reconstruction and Development; Bank of International Settlement <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: 25-04-2024

Entity Presentation (We are)

Directorate-General for Budget (DG BUDG) is the central service of the European Commission responsible for the preparation and implementation of the annual and multiannual budget of the European Union. It consists of about 600 staff and is made up of six directorates based in Brussels and in Luxembourg. The staff members come from all EU countries with various professional expertise: accounting, economics, finances,

business, programming, audit, law, communications, human resources, European administration, and other fields.

On behalf of the EU, DG BUDG is responsible for the borrowing activities on the capital markets to finance various EU programmes, such as NextGenerationEU ('NGEU'), Balance of Payment (BOP), SURE, Macro Financial Assistance (MFA), etc. in the form of grants and/or loans to beneficiary Member States to non-EU members. In effect, DG BUDG fulfils the role of the Treasury for the EU. DG BUDG also acts as the second line of defence for the assessment, monitoring and mitigations of the operational, market, liquidity and credit risks related to these borrowing operations, but also to the related debt management operations, liquidity management operations and lending operations.

Given the volumes, frequency and complexity of these financial operations, the Commission appointed a Chief Risk Officer ('CRO') and established a dedicated risk and compliance management team ('the CRO Team'). The role of the CRO is to ensure sound governance, effective risk management and oversight of EU borrowing, debt management and lending operations through the development and implementation of an effective risk and compliance management framework ('the Framework') under the unified funding approach. This risk management framework is a critical element in providing adequate protection of the financial interests of the EU.

In view of the ever-increasing complexity of these financial operations of the EU, the CRO team has to be commensurately strengthened with additional experts.

Job Presentation (We propose)

The CRO team is seeking to hire an Internal Control Officer for the development for the development and implementation of the EU Risk Management and Compliance Framework to oversee the EU largest bond issuance programme to support the EU economic recovery.

As a second line of defence, the Internal Control Officer is expected to work effectively alongside the Senior Management, and DG BUDG operational units, involved in the EU funding operations.

The Internal Control Officer will work with the operational risk Manager to oversee, assess, monitor and report on the risks related to EU borrowing, debt management and lending operations.

The successful candidate will also participate in the continuous development of the risk framework, including the review and improvement of various risk policies, measurement methodologies, and guidelines, based on best practice and needs of risk management.

The Internal Control Officer's tasks will primarily focus on:

- Review business processes related to the bond issuance programme to ensure the DG operates efficiently and effectively,
- Create, update and maintain the business process flow diagrams for key activities related to the bond issuance programme,
- Identify inefficiencies or areas for improvement and propose new or improved processes.

- Evaluate the adequacy and effectiveness of the internal control system,
- Identify areas of operational risks and ensure appropriate controls are in place to mitigate these risks,
- Conduct internal control review to assess compliance with established internal controls and internal guidelines,
- Prepares various risk reports of significant risks, control activities and remediation's,
- Provide training and guidance to staff on internal control principles and procedures,
- Liaise and consult with other relevant units involved with EU asset management, borrowing activities, and debt management activities, and with other Directorate Generals and external parties on compliance risk management related issues,
- Promote a culture of general risk awareness by assisting in developing and delivering ongoing specific risk training to operational units and responsible staff of DG BUDG,
- Provide ad-hoc support to other risk managers, when required.

Jobholder Profile (We look for)

We are looking for a dynamic and knowledgeable colleague, who can bring strong analytical skills to the CRO team. The successful candidate should have the capacity to combine economic, legal, financial, and institutional aspects in a versatile manner and to advance conceptual work. He/she should also be able to coordinate work across different Directorates and services. Good communication and inter-personal skills are therefore important in facilitating constructive dialogue with colleagues across the DG and Commission.

The most important qualification is a convincing motivation, willingness to learn, and eagerness to make a meaningful contribution to the development of the risk management function within the Commission.

Experience:

- Maximum 3 years of relevant proven working experience in internal audit, internal controls, operational risk management, consulting, business process modelling and/or 1st LOD experience in a bank's middle or back office.
- Knowledge of Visio or other business process modelling tools and techniques.
- Experience in documenting, analysing, and improving business processes to enhance efficiency and effectiveness.
- Strong attention to detail, especially when assessing and documenting internal controls.
- Knowledge of ServiceNow Integrated Risk Management (IRM) solution is a key asset.
- Excellent written and oral communication skills in English.

Knowledge and Competences:

Analysing and Problem Solving

- Ability to conceptualise problems, identify and implement solutions
- Capacity to analyse and structure information
- Capacity to identify weaknesses in processes and controls

Communicating

- Ability to communicate in meetings
- Ability to understand and be understood.
- Drafting skills

Delivering Quality and Results

- Ability to work in a proactive and autonomous way
- Capacity to act upon problems
- Client orientation
- Conscientiousness
- Eye for detail / Accuracy

Prioritising and Organising

- Capacity to deliver in a structured way
- Planning capacity

Working with Others

- Ability to work in a team
- Knowledge sharing

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 ⁽¹⁾. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

⁽¹⁾ 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)