



MAKE A DIFFERENCE – JOIN THE EUROPEAN COMMISSION

Do you want to help shape the future of the European Union? Make the planet greener, promote a fairer society, or support businesses and innovation across the EU? Then come and work for the European Commission where you can really make a difference!

Commission staff are a diverse group of people, who are motivated to help make Europe – and the world – a better place. They come from the 27 Member States of the European Union. Different nationalities, languages and cultures make the Commission a vibrant and inclusive working place.

WE OFFER ATTRACTIVE WORKING CONDITIONS AND MUCH MORE:

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies over your whole career;
- Opportunities to try several areas of work throughout your career;
- Flexible working conditions and the possibility of teleworking – we care about your work-life balance;
- A competitive financial package, including comprehensive sickness, accident and pension schemes;
- Multilingual schools for your kids;
- We are also proud to be an equal opportunity employer and promote diversity and inclusion.

We recruit from a wide range of backgrounds:

We are not only recruiting political scientists and lawyers but also looking for all kinds of profiles, including natural scientists, linguists and economists, as well as drivers and engineers.

For more information ec.europa.eu/work-with-us.



STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission often recruits non-permanent staff. There are two categories of non-permanent staff:

- [temporary agents](#) are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- [contract agents](#) may provide additional capacity in specialised fields where an insufficient number of officials is available or carry out a number of administrative or manual tasks. They are generally recruited for fixed-term contracts (maximum 6 years in any EU Institution), but in some cases they can be offered contracts for an indefinite duration (in offices, agencies, delegations or representations).

For more information on different [staff categories](#).



Financial Officer – Borrowing and Lending

Selection reference: BUDG/COM/2023/2870

Domain: Economics, Finance, Statistics

Where: BUDG.E.3 – Borrowing and Lending Operations Unit, Brussels

Staff category and Function Group: Temporary agent 2b/2d – Administrator

Grade: AD 5-7

Publication deadline: 12.01.2024 – 12.00 (Brussels time)

WE ARE

Over the last 2.5 years, DG BUDG has built up a professional debt management capacity resembling the operational capacities housed in national debt management authorities. This operational framework is deployed for mobilising financing for a number of high-profile EU financial assistance programmes, notably NextGenerationEU and the most recent support programme for the Ukraine.

These operations are now organised under the EU's unified funding approach, including the related internal governance and risk management structures. The EU funding approach foresees the organization of funding operations through a common pool, complemented with a dedicated liquidity and payment management structure. The funds are mobilised through different funding channels (syndicated transactions, auctions) as well as through the entire maturity spectrum (short-term and long-term funding). Up to 30 percent of the proceeds will be raised through the issuance of Green Bonds for which the Commission has established a dedicated Green Bond Framework. To support its funding operations, DG BUDG has established an integrated payment and liquidity management as well as a conceptual framework for recording and allocating the costs of the funding operations to the different beneficiaries. The main objective of this framework is to ensure a fair and equitable distribution of costs in accordance with the Union's budgetary and financial accounting framework.

The successful candidate will join DG BUDG Directorate E 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 DG BUDG. The position advertised is with the BUDG E3 cell located in Brussels.

WE PROPOSE

DG BUDG E3 is seeking to complement its team with an expert who can bring first-hand

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operational experience in the budgetary management of the Commission's financial operations.

The successful candidate will have important operational responsibilities in implementing and developing the integrated cost and payments processes for its borrowing and lending activities.

In particular, the successful candidate will be selected with a view to:

- Support the Commission's integrated payment and liquidity management related to its off-budget financial operations, including by developing further the relevant operational framework and processes.
- Implement and develop further the conceptual framework for the cost allocation of the Commission's borrowing operations – based on accrued cost accounting – in line with the Commission's financial accounting framework,
- Prepare and manage regular invoicing processes for beneficiaries of the funding operations,
- Prepare the budgetary planning of expenditures related to the non-repayable financial support provided under the Commission's unified funding approach,
- Develop relevant IT systems for recording financial transactions and cost calculation,
- Contribute to financial, accounting, and budgetary reporting to internal and external stakeholders,
- Administer and oversee the management and documentation of processes linked to the commitment and payment of administrative costs.

The successful candidate will enjoy important responsibilities in his/her respective field of competence and be relied on heavily for strategic and operational guidance. S/he will enjoy 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.

WE LOOK FOR

The successful candidate should have sound judgment, strong team spirit, a sense of initiative, good communication skills and problem-solving abilities, as well as knowledge of the relevant procedures. The successful candidate should have the capacity to combine financial and institutional aspects in a versatile manner and should be able to advance and organise conceptual work in the Unit.

S/he should also be able to coordinate work across different Directorates and services as well as the required communication skills (written and oral) for communication with senior Commission officials and Cabinets.

S/he should have a solid professional background in economics and finance, and preferably have experience related to the field of financial operations of at least 3 years.

In addition, the candidate should possess proven skills in using advanced data analytic tools (e.g., Python, MatLab), as well as a good knowledge of the policies and activities of DG BUDG, and ideally solid experience in budgetary policy analysis and/or managing budgetary processes. The candidate should be able to perform his/her tasks accurately, independently and to organize her/his work with a view to meet short deadlines. Experience in preparing quantitative analysis as well as drafting reports and/or briefings would be important.



We look for a dynamic, experienced, and open-minded team player who is motivated to proactively contribute to the different business processes under the responsibility of the Unit. The ability to function effectively as part of a team delivering to tight deadlines will be an important attribute.

Furthermore, good communication skills will be important in facilitating constructive dialogue with colleagues across the DG and Commission. A very good command of English (written and oral) is required for this position.

HOW TO EXPRESS YOUR INTEREST?

You should send your documents in a single pdf in the following order:

1. your CV 2. motivation letter 3. duly filled in application form.

Please send these documents by the publication deadline to BUDG-MAILBOX-E03@ec.europa.eu indicating the selection reference BUDG/COM/2023/2870 in the subject.

No applications will be accepted after the publication deadline.



ANNEX

1. Selection

➤ Am I eligible to apply?

You must meet the following eligibility criteria when you validate your application:

Our rules provide that you can only be recruited as a temporary agent at the European Commission if you:

General criteria:

- Are a citizen of a Member State of the EU and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Are physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

Qualifications:

In order to be recruited in this position, you must have at least a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria (diplomas, certificates and other supporting documents).

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU¹
- AND a satisfactory knowledge (minimum level B2) of a second official language of the EU, to the extent necessary for the performance of the duties.

¹ The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).



➤ **What about the selection steps?**

The post was published internally within the Commission, inter-institutionally, and brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions, and laureates of competitions have priority. Only in the case that no suitable candidate can be found from the afore-mentioned categories this vacancy notice is published and is open to other applicants².

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications, we may receive, **only candidates selected for the next step of the selection phase will be notified.**

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates and of the institution, the selection procedure will be carried out in English and possibly in a second official language.

2. Recruitment

The candidate selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission.

➤ **Type of contract and working conditions**

The place of employment will be in **Brussels**.

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the [Conditions of Employment of Other Servants](#), in function group AD.**

The recruitment grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous appropriate professional experience, in accordance with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

² Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



The duration of the **1st contract will be of 1 to 3 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with [Commission Decision C\(2013\)9049](#) on policies for the engagement and use of temporary agents.

All new staff have to successfully complete a 9-month probationary period.

The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to [Working conditions and benefits of EU Careers](#).

For information related to Data Protection, please see the [Specific Privacy Statement](#) under “7. Information to data subjects on their rights”, to find your rights and how to exercise them in addition to the privacy statement, which summarises the processing of your data.