



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](#).



Budget Officer

DG BUDG of the European Commission

Selection reference: BUDG/COM/2023/2810

Domain*: Economics, Finance and Statistics

Where: Unit BUDG.A.2.001 - „CAP and structural policies“, Brussels

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

Grade: AD 5-AD7

Publication deadline: 06.02.2024 - 12.00 (Brussels time)

WE ARE

Unit A2 acts as a proactive and strategic business partner for other Commission services on cohesion policy and natural resources policies covering more than 60% of the EU Budget.

The MFF funds and programmes under our responsibility include: all Cohesion Policy funds, the two pillars of the Common Agricultural Policy, the European Maritime, Aquaculture and Fisheries Fund, the LIFE programme, the Just Transition Fund and the Carbon Border Adjustment Mechanism. Under our remit also fall some special instruments, such as the European Union Solidarity Fund, the Brexit Adjustment Reserve and the Innovation Fund, the Social Climate Fund.

We accompany the policy DGs, throughout the annual budgetary cycle, to ensure that the budgetary resources put at their disposal underpin the delivery of EU political priorities and are implemented in line with the financial and sectoral rules. Notably, we prepare and defend vis-à-vis the budgetary authority the Commission draft budget proposal and ensure that adjustments are made in the budget to address emerging needs.

Our expertise allows us to have an active role in the assessment of new legislative proposals taking into consideration sound financial management principles. The Unit plays also an important role in the preparation and the design of the next MFF, taking account of the political priorities of the Commission and the outcomes of the Mid-term review.

WE PROPOSE

Unit A2 of DG BUDG is seeking to hire one Budget Officer.

We offer a challenging and interesting position with friendly and dedicated colleagues and support from a Head of unit with a modern management style and respect for work-life-balance.

If selected, you will be the budget rapporteur for the Rural Development financed by the European Agricultural Fund for rural development (EAFRD), the Innovation Fund (IF) and back-up for the "first pillar" of the Common Agricultural Policy (direct payments and market interventions) financed by the European Agricultural Guarantee Fund (EAGF).

- You will prepare the draft budget hearing with DG AGRI and DG CLIMA by making your own assessment of the requested budget, taking into account the relevant policy and budgetary aspects.



You will be involved in the negotiations with DG AGRI and DG CLIMA. You will ensure the necessary follow-up to finalize the corresponding budget proposal. You will prepare the presentations for the Council and the European Parliament (slides, briefings and defensives) and accompany the proposal until its adoption. You will also monitor the implementation for the related budget lines in the course of the year and examine related requests for transfers and reinforcements.

- You will support and ensure the necessary back-up to the budgetary rapporteur for the European Agricultural Guarantee Fund (EAGF), taking into account the common framework under which the two agricultural funds work and ensuring coherent approach.

- You will also assume horizontal tasks, such preparation of briefings for the Commissioner and the hierarchy, answering to MEP's questions or examination of inter-services consultations.

We offer a comprehensive coaching programme with more experienced colleagues to help you developing the necessary knowledge and understanding how the unit works. We will also support you developing your skills, performance and career.

WE LOOK FOR

We are looking for a Budget Officer.

Are you self-motivated and do you enjoy taking the lead? Do you take a forward-looking and dynamic approach to new challenges? Do you thrive in a stimulating environment where you are encouraged to take initiatives and where you are supported in taking responsibility? Then you could be the person we are looking for.

You will also need:

- Good analytical skills and sound judgement to assess the potential impact of a proposal and to identify the most sensitive issues;
- Good oral and written communication skills to effectively negotiate with partner DGs and to brief the hierarchy in a succinct manner, using a non-technical terminology;
- To be able to react fast when needed;
- To have affinity in working with figures and databases;
- To be a team-player, open to dialogue with colleagues and ready to provide assistance when needed.

If you have experience/knowledge in the EU budget (budget and/or financial management), it would be an advantage for this post.

The main languages used in the unit are English and French. Other languages are welcome but not indispensable.

The use of the usual IT tools, in particular an excellent command of Excel, is required.

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-A02@ec.europa.eu indicating the selection reference BUDG/COM/2023/2810 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

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).



- 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.

➤ **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.**

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



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.

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.