



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](#).



Legal officer

DG Neighbourhood and Enlargement Negotiations of the European Commission

Selection reference: NEAR/COM/2024/700

Domain: External Relations

Where: Unit NEAR.R.2 – “Legal Issues”, Brussels

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

Grade: AD 5-7

Publication deadline: 19.04.2024 - 12.00 (Brussels time)

WE ARE

The mission of the Directorate General for Neighbourhood and Enlargement Negotiations (DG NEAR) is to take forward the EU's Neighbourhood and Enlargement policies. This includes providing assistance to 23 countries covered by these policies to enable them to carry out the necessary reforms and to strengthen their basis for sustainable growth.

DG NEAR works closely with the European External Action Service (EEAS) and the line DGs.

Further to the Regulation (EU) 2021/947 Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI-GE) DG NEAR has dramatically increased the recourse to Budgetary Guarantees under the European Fund for Sustainable Development Plus (EFSD+) in order to support investments and increase access to financing in our concerned partner countries. In doing so, we work closely namely with the European Investment Bank (EIB) and other eligible International Financing Institutions with a view to analyse, conceive, review and decide on covering the risks for loans, guarantees, counter-guarantees, capital markets instruments and any other form of funding or credit enhancement, insurance and equity or quasi-equity participations, for various investment windows. Those are very often novel mechanisms for which the European Commission needs very specific know-how in view of enhancing the needed assurance before entering into agreements impacting the EU budget exposure in a very important manner and in medium/long term perspective.

The Directorate for Resources in Headquarters and Delegations ensures the provision of the resources necessary for the good functioning of NEAR both in Headquarters and in Delegations.

NEAR R2 unit contributes to the legal and regular use of external aid through the promotion of sound financial management. More specifically, R2 is responsible for the all legal questions arising namely during the implementation of {draft} Regulations NDICI and Instrument for the Pre-Accession Assistance (IPA) III, as well as all legal issues of horizontal nature such as but not limited to, public procurement issues in external relations, data protection, access to documents, litigations,



cooperation with partners, infringements, internal rules of procedures.

Moreover, and especially for the EFSD+ related activities, we contribute to the detailed rules on the External Action Guarantee, including among other, assessment of the legal aspects of the coverage arrangements, payment conditions, horizontal rules, claims and respect of the applicable legal framework, in the framework of bespoke guarantee agreements, requiring a highly developed financial engineering and involving on each occasion a very substantial amount of millions of Euros.

WE PROPOSE

Unit R2 of DG NEAR is seeking to hire one Legal Officer.

We propose a highly challenging position of an administrator within the legal section.

The successful candidate will among other:

- Fully grasp the proposed financial engineering of each bespoke agreement and be able to translate it to legally sound texts.
- Lead the drafting, negotiation, analysis, and interpretation of all legal aspects of novel means for financial engineering of our aid delivery. Those will concern Financial Instruments and guarantee agreements, namely in the framework of EFSD+.
- Liaise with International Financial Institutions, International or M.S. Organisations and potentially other Banks, in order to grasp and negotiate all legal aspects related to those novel instruments. Ensure appropriate communication with lawyers of such partner entities.
- Understand the legal requirements of the said agreements and make sure that those are compliant with the Financial Regulation and all other applicable EU legal framework.
- Assess from a legal point of view, the compliance of all provisions of each bespoke Guarantee agreement with the full array of applicable EU rules not limited to the Financial Regulation but also comprising every other aspect of existing positive EU law.
- Liaise with specialised external law firms and contribute and/or revise the legal drafting of all contractual clauses, with respect of the designated applicable law.
- Communicate as needed on those specific legal aspects internally and externally, namely by ensuring presentations and training activities.
- Ensure coherence within the team in what concerns the overall analysis of all applicable legal rules, including but not limited to, pass on obligations in the framework of the protection of the political and legal principles enshrined into the EU law.
- S/He will deal with various exceptions or derogations in the framework of the implementation of agreements; help drafting regulatory texts in relation with the application of issues related with entrusted entities.
- Liaise with DG BUDG, Legal Service, INTPA (including for being part of working groups and networks) on legal and procedural matters regarding implementation of financial assistance.
- Advise and give opinion on prior approval, derogation, exception namely in the area of financial instruments and guarantees.



WE LOOK FOR

We are looking for a Legal Officer

The ideal profile for the job is:

- It would be an advantage to have at least three years of experience in EU external relations or external cooperation with a specific accent to the proven knowledge of financial and legal aspects of Instruments managed by external relations DG.
- A solid background in Banking, Financial Instruments and guarantees issues both at the analytical and practical negotiation and implementation levels.
- An excellent knowledge of the effective application of the Financial Regulation, and NDICI-GE Regulation as well as thorough understanding of the EFSD + would be an asset.
- Present rules and procedures to EC staff and other relevant stakeholders.
- Follow up on the legal aspects related to novel means for a financial engineering allowing the implementation of blending and open architecture vehicles.
- An excellent knowledge of the functioning and procedures of the Commission, its decision-making and working methods and interinstitutional procedures would be an advantage
- Solid experience working with strategic partners, including, International Organisations and International Financial Institutions is an asset
- Excellent drafting and communication skills. An excellent command of English and good knowledge of French is a must.



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 NEAR-R2@ec.europa.eu indicating the selection reference **NEAR/COM/2024/700** 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.