

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, backgrounds, languages and cultures make the Commission a vibrant and inclusive place to work.

WE OFFER GREAT JOBS AND GREAT WORKING CONDITIONS:

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies throughout your whole career
- Opportunities to try several areas of move between different policy your career
- A package of flexible working conditions including the possibility of teleworking we care about your work-life balance
- A competitive financial package, including comprehensive healthcare, accident and pension schemes
- A multilingual, multicultural workplace where personal and career development are strongly promoted
- Multilingual schools for your children

We recruit from a wide range of backgrounds and actively promote diversity and inclusion:

We do not only recruit political scientists and lawyers but are also looking for all kinds of profiles, including scientists, linguists, IT experts, data analysts and economists, as well as drivers and engineers.

We are committed to equal opportunities and to fostering a rich, diverse and inclusive working environment. We aim for our workforce to be representative of European society and strongly welcome applications from all qualified candidates. We actively seek to create a workplace where each staff member feels valued and respected, can give their best and can develop to their full potential.



To promote diversity and establish a geographically balanced pool of candidates, we strongly encourage applicants from Member States which are currently underrepresented in the European Commission workforce to apply. These Member States are currently Austria, Cyprus, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Luxembourg, Malta, Poland, Portugal, Slovakia and Sweden¹. Recruitment will however remain strictly based on the merits of all applicants and no positions will be reserved for nationals of any specific Member State.

STAFF RECRUITED ON CONTRACTS

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

- <u>temporary agents</u> are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- <u>contract agents</u> 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

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¹ Please note that the list of underrepresented Member States may be subject to future amendment based on potential data changes over time.



INTERNAL AUDITOR

Internal Audit Service (IAS) of the European Commission

Job title: Internal Auditor

Domain: Audit

Where: Unit IAS.C.1 - Audit - Research and innovation - Brussels

Function Group: FG IV Contract Type: 3b

Express your interest until: 24/11/2025 - 12.00 (noon, Brussels time)

WE ARE

We are the Internal Audit Service (IAS) of the European Commission, composed of around 160 highly motivated staff working in a friendly and collaborative environment. The IAS audits management and control systems of Commission Directorates General and services, of executive agencies, and of a number of decentralised EU agencies and other autonomous bodies receiving contributions from the EU budget. The IAS carries out its mission in accordance with the governance arrangements of the European Commission, the Financial Regulation, the international internal audit standards of the Institute of Internal Auditors (IIA).

The IAS reports and is functionally accountable to the Audit Progress Committee (APC) regarding its audit activities in the Commission and executive agencies. For its work in decentralised EU agencies and other autonomous bodies, the IAS reports functionally to the Board and the Executive Director of each respective entity. Its independence is guaranteed in its Mission Charter.

The recruiting entity is IAS.C.1, a dynamic audit unit of the Internal Audit Service (IAS) within the Directorate for Audit in Commission, Executive Agencies, EU Agencies and other autonomous bodies III, Resources (IAS.C). The unit is in charge of a very interesting and challenging area, covering in particular the Horizon Europe and related research programmes and policies. The portfolio is composed of two Commission DGs (DG RTD and the JRC), three Executive Agencies (EAs) (ERCEA, REA and EISMEA) and five Joint Undertakings (JUs) (Circular Bio-based Europe, Clean Aviation, Clean Hydrogen, Innovative Health Initiative and Global Health EDCTP3). The unit is composed of 11 highly committed and qualified professionals, working in a very collaborative and welcoming environment.

(Reference: Call for interest EC/2025/IAS/445020)



WE PROPOSE

Unit IAS.C.1 has an interesting opportunity for a talented and motivated person to join the IAS as internal auditor. The successful candidate will participate in various financial and operational/performance audit engagements (notably on the implementation of the EU budget through direct management, grants, procurement, financial instruments) aiming to assess the internal control, risk management, and governance processes of the audited services in the research and innovation area and improve them through practical and effective recommendations and advice. S/He will contribute to the audit process, from the planning phase (including the preliminary risk assessment) to the preparation of the audit report. S/He will work initially as team member but may get opportunities for developing professionally and moving into a team leadership role. In addition, s/he may serve as correspondent for one/some of the audited entities in the unit's portfolio and will contribute to the horizontal tasks of the unit. S/He will also have the opportunity to contribute to the evolution of the IAS by assisting in the continuous improvement of the audit methodology, the internal procedures, the quality and the efficiency of the audit process. The successful candidate may also be asked to temporarily work on audit assignments for other units, thereby enriching his/her knowledge of the Commission' environment.

The IAS values and supports all its staff in their professional and personal growth through a comprehensive audit training program, enabling them to become familiar with its core business, procedures, and specific working tools. It also encourages continuous professional education (including obtaining audit-related professional qualifications such as CIA (Certified Internal Auditor) and CISA (Certified Information Systems Auditor).

WE LOOK FOR

We look for a highly motivated, dynamic, reliable, and well-organised person, with a high standard of professional and technical competence. Strong written and oral communication skills are essential, along with the ability to work well within a team, demonstrate strong interpersonal skills (able to build and maintaining relationships with stakeholders), show initiative, and exercise good judgment.

The applicants must have:

- a prior auditing experience of at least 3 years in assessing the internal control systems in the areas of financial, operational or supporting processes (e.g. human resources, budget management, planning and programming, project management);
- a good knowledge of internal audit principles and methodologies;
- a good knowledge of internal control and risk management frameworks [COSO (The Committee of Sponsoring Organizations of the Treadway Commission) and COSO-ERM (Enterprise Risk Management)];
- a good understanding of the principles of governance and sound management of resources;
- the ability to analyse complex situations, exercise critical thinking, identify root causes and propose cost-effective solutions to improve audited entities' internal control systems;
- the ability to draft and communicate with operational and management levels clearly and concisely in English;
- strong teamwork skills and flexibility to adapt to teamwork needs, including atypical working hours if necessary;
- willingness to deliver high quality results.



The following would be a strong asset:

- a prior audit experience in large organisations (e.g. private companies, supra national or national public institutions or international audit firms);
- a prior audit, project management or financial management experience related to EU funds/EU grants;
- a professional certification in internal auditing [CIA, CISA or CGAP (Certified Government Auditing Professional)] or external auditing (ACCA, statutory auditor);
- a propensity for leading a small team of auditors, and abilities in planning appropriate procedures and methods to meet the team's objectives while considering the efficient use of resources;
- experience in data analysis, sampling techniques/statistics;
- an interest in cybersecurity and digital auditing (including IT governance, digital transformation initiatives,...);
- knowledge of the functioning of financial instruments.

HOW TO EXPRESS YOUR INTEREST?

With a view to guaranteeing equal access to all, the Commission recruits from an open database of spontaneous applications. The present call for interests aims at helping the recruiters to identify potentially interested candidates within this database.

In practice, to express your interest, please follow the subsequent two steps:

- 1. If you are not registered yet in the open EPSO database, please do so at the following address: <u>CAST Permanent</u>. Please select under selection procedures for contract agent the CAST permanent profile that best suits your education and experience.
- 2. You should send your documents **in a single pdf** in the following order:
 - 1. your CV 2. completed application form. Please send these documents the publication deadline IAS-RECRUITMENTS@ec.europa.eu indicating the call for interest reference *EC/2025/IAS/445020* in the subject.

No applications will be accepted after the publication deadline.



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 contract 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 position;
- Produce the appropriate character references as to suitability for the performance of the duties.
- Have passed an EPSO CAST in the relevant Function Group for this position. At the stage of the application, it is sufficient to be registered in the <u>EPSO CAST</u> data base.

Qualifications:

(a) Have a level of education which corresponds to completed university studies of at least three 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.

Languages:

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- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the FU²
- AND have a satisfactory knowledge (minimum level B2)³ of a second official language of the EU, to the extent necessary for the performance of the duties.

² 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).

³ For details on language levels, please see the Common European Framework of Reference for Languages (https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr).



What about the selection steps?

The selecting unit chooses from the EPSO database⁴ candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best candidates. Due to the large volume of applications that we may receive only candidates selected for the interview 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.

2. Recruitment

The candidate selected for recruitment will be requested to provide documentary evidence in support of the statements made in the database and, where relevant, the call for interest.

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

> Type of contract and working conditions

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

The successful candidate will be engaged as a **Contract Agent under Article 3(b) of the** <u>Conditions of Employment of Other Servants</u>, in function group **FG IV**. General information on Contract Agents can be found at this link.

The grade or proposed grade range, as well as the step in that grade, will be defined on the basis of the candidates' previous professional experience, in accordance with <u>Commission Decision</u> <u>C(2017)6760</u> laying down the criteria applicable to classification in step on engagement.

The duration of the **first contract will be 1 year.** Subject to the interest of the service, the contract may be renewed one or more times up to a maximum duration of 6 years.

The duration of the renewal(s) will be defined according to the General Implementing Rules in force at that moment (currently, <u>Commission Decision C(2017)6760</u> on policies for the engagement and use of contract agents).

(Reference: Call for interest EC/2025/IAS/445020)

⁴ Therefore, candidates who did not pass already a CAST on the level Function Group IV, should register their profile at this <u>address</u>.



Contract agents recruited in Function Group IV 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 <u>Working conditions and</u> benefits of EU Careers.

For information related to Data Protection, please see the Specific <u>Privacy Statement</u> 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.