



EUROPEAN COMMISSION

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	BUDG.B.3
Post number in sysper:	99265
Contact person:	Irena Peresa/Johan Bendz
Provisional starting date:	4 quarter 2024
Initial duration:	...2 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 type="checkbox"/> The following intergovernmental organisations: ... <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: 25-07-2024

Entity Presentation (We are)

The Directorate-General for Budget (DG BUDG) is the central service of the European Commission in charge of the management of the EU budget throughout the annual and multiannual cycle; from the preparation of the draft budget and Multiannual Financial Framework to its implementation and the final discharge by the European Parliament. DG BUDG is also responsible for the legal framework applicable to the implementation of the EU budget by the different institutions, agencies and Member states, and it plays

a key role in promoting sound financial management and a performance culture that focuses on maximizing the results of public expenditure on the ground.

Within the Directorate B "Revenue and Multiannual Financial Framework" of DG BUDG, unit BUDG.B.3 "Revenue management and legal aspects" is responsible for revenue management and the legal issues concerning own resources, including infringements. The unit manages the budgetary cycle of the EU budget revenue, calls for own resources and monitors their timely and comprehensive payment and provides legal assessment and support on own resources. It is responsible for the regulations on the making available of own resources and the infringements on own resources legislation.

The unit has three sectors: (1) Revenue management, (2) Financial management of own resources and other revenue and (3) Legal aspects and making available.

The unit has an excellent track record and a good working atmosphere. It has 17 staff members and is located in Brussels.

Job Presentation (We propose)

DG BUDG is seeking to hire a seconded national expert to work as a legal and/or financial officer in BUDG.B3.

Depending on the profile of the candidate, the tasks may in particular consist of:

- Participate in the drafting, analysis and discussions on legislative texts and other documents related to own resources, including participation in relevant Council meetings (Working Party on Own resources).
- Preparation of procedural steps needed for the adoption of specific legislative acts, such as Council Regulations or Commission implementing Decisions, as well as infringement procedures.
- Determination of the amounts of own resources and other revenue to be entered in the budget and the EU accounts and preparation of related documents.
- Calculation and follow-up of the monthly and other calls for funds to be sent to the Member States (VAT, GNI, plastics, corrections, annual adjustments and other calls).
- Follow-up of Member States' payments of own resources and calculation of late interest.
- Contribution to the establishment of the EU accounts in the field of own resources and other revenue.

Jobholder Profile (We look for)

We are looking for a highly motivated candidate with a proven capacity to prioritise and organize work and with a strong sense of responsibility. He/she should be able to work in a proactive and autonomous way as well as part of a team. He/she should have excellent written and oral communication skills.

Moreover, the successful candidate should have:

- A university degree in the field of law, finance, economics or similar.
- At least three years professional experience in the administrative, legal, financial or economic field.
- Worked for an eligible employer (as described in Art. 1 of the Commission SNE Decision referred to below) on a permanent or contract basis for at least 12 months before the secondment.
- Very good command of English orally and in writing. Knowledge of additional EU languages is considered an asset.

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)