



VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

DG – Directorate – Unit	DG BUDGET - Directorate E Asset, debt and financial risk management - Unit E2 Accounting & Reporting Back-office
Post number in sysper:	352496
Contact person: Provisional starting date: Initial duration: Place of secondment:	Martin Koehler 3. quarter 2023 2 years <input type="checkbox"/> Brussels <input checked="" 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

Entity Presentation (We are)

Unit E2, based in Luxembourg, acts as a back office for the debt issuance and lending of proceeds for the Union's financial assistance programmes such as NextGenerationEU, MFA etc. as well as for the asset management activities of the Commission. This includes the operational back-office tasks relating to settlement, payment processing and reconciliation of transactions as well as meeting reporting requirements:

- operational settlement of debt issuances and subsequently debt service of the borrowing and lending activities managed by Directorate E on behalf of the Commission for Next Generation EU (NGEU), the SURE programme, the European Financial Stabilisation Mechanism (EFSM), the Balance of Payments Facility (BOP), the Macro Financial Assistance Facility (MFA) and the Euratom Loan Facility;
- disbursement of loans to Member States and non-Member States under the above mentioned programmes;
- management of bank account balances and the execution of payment and settlement instructions related to the asset management activities of the Commission.
- regular contacts and settlement follow-up activities with the European Central Bank, national Central Banks and other financial institutions (e.g. Central Securities Depositories, Stock Exchanges etc.);

As we have a wide range of responsibilities, motivated persons will be able to take on new and exciting responsibilities and learn a lot about the diverse financial activities of the Union. Unit E2 is the only unit in the Commission who executes capital market related payments and products and supports the front office activities for asset management and for the Union funding activities first hand.

Job Presentation (We propose)

The position offers national experts with a background in business analysis and IT the possibility to become part of a demanding, innovative and high-profile team that is at the heart of financing EU's Recovery plan and other policy priorities through capital market operations.

To finance the Recovery plan for Europe and support economic recovery in the EU, the Commission is mandated to implement the debt management related to NextGenerationEU (NGEU). This policy initiative foresees the issuance of bonds in an amount of up to EUR 800 billion until 2026, with an annual issuance volume of around EUR 100-150 billion over the coming years. The proceeds will be used principally to finance a number of Union policies, while a portion will be lent to Member States to finance national recovery plans.

The Commission is also mandated to issue bonds to finance EU's support to Ukraine and other neighborhood countries under its macro-financial assistance programmes. As of 2023, EU funding operations are implemented under a unified funding approach, with related internal governance and risk management structures. This funding approach foresees the issuance of single branded EU-bonds with funds mobilised through different funding channels (syndicated transactions, auctions) as well as the entire maturity spectrum (short-term and long-term funding) under a pooled funding approach and related liquidity management. The approach builds on the mechanisms put in place in 2021 for the funding of the NextGenerationEU programme. In addition, the Commission will continue to issue bonds under its established dedicated Green Bond Framework (the first Green Bond under NGEU has been issued in October 2021).

The Commission is seeking to complement its team with a skilled Business Analyst, with a solid background in data management and coordination of IT projects from the business perspective. The national expert will play a crucial role in facilitating collaboration

between stakeholders and technical teams and in identifying optimization opportunities, providing support for system enhancements and upgrades to ensure seamless operation and user satisfaction. Responsibilities include gathering and analyzing business requirements, translating them into actionable insights, and driving the implementation and integration of IT solutions to align with business objectives. The successful candidate will support development and maintenance of databases used for the management of lending and borrowing operations, contribute to their reporting capabilities and ensuring data quality. Effective communication and coordination across teams, along with adherence to regulatory standards and best practices, are paramount in this role.

The national expert will enjoy important responsibilities in his/her respective field of competence and be relied on for strategic and operational guidance in relation to settlement and payment infrastructure. The national expert will enjoy considerable 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. Beyond technical acumen, the successful candidate will have the opportunity to collaborate with different units within the Directorate and DG, gaining a comprehensive understanding of our business and fostering cross-functional relationships. Additionally, this role offers a platform to apply data analysis and interpretation skills, assuming the role of project lead, contributing to informed decision-making and driving strategic initiatives forward.

Jobholder Profile (We look for)

We look for a versatile, dynamic, open-minded professional with proven hands-on Business Analyst experience. Proficiency in SAP, Bloomberg and SWIFT systems is required, along with strong analytical and problem-solving skills. Knowledge of automated trading platforms and payment/settlement flows in T2S would be an asset. Excellent communication and interpersonal abilities are crucial for effective collaboration across teams. Experience with data analysis/science and knowledge of Agile methodologies are highly desirable.

The selected candidate will, based on his/her professional experience, be involved in projects to further develop the EU's unified funding strategy and propose and design IT solutions in this area.

As we are a friendly, dynamic, gender balanced and team oriented operational unit with regular contacts with private and public financial institutions, other Commission services and EU Institutions, we are looking for a team player with corresponding interpersonal skills.

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)