

**VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT**

DG – Directorate – Unit	OLAF-A-03
Post number in sysper:	441318
Contact person:	Amira Szönyi, Head of Unit OLAF A3
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: <a href="#">Click or tap here to enter text.</a>
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 type="radio"/> 2 months <input checked="" type="radio"/> 1 month

**Entity Presentation (We are)**

We are the European Anti-Fraud Office (OLAF). OLAF's mission is to detect, investigate and stop fraud affecting EU funds.

Within OLAF, Unit A.3 carries out administrative investigations and operations into fraud, corruption and other serious irregularities against the financial interests of the European Union. Its competence covers mostly EU expenditure under the Common Agricultural Policy, the European Structural and Investment Funds and the Recovery and Resilience Facility. Unit A.3 also coordinates enquiries conducted by the competent services for the

Member States. The unit contributes to the monitoring of its recommendations of a judicial and financial nature.

The work of investigators in OLAF is conducted with integrity and in full independence, respecting the fundamental rights and the procedural guarantees of the persons concerned. OLAF acts in an efficient and accountable manner, and aims to provide a quality service to the citizens thus contributing to the successful implementation of European policies.

A.3 is a key investigative unit in OLAF taking also into account that it is competent for investigations in all the Member States which have not joined the European Public Prosecutor's Office (EPPO), i.e. Poland, Hungary, Denmark, Ireland and Sweden.

The unit has currently staff of 19 people.

### **Job Presentation (We propose)**

We propose an interesting and challenging post of investigator. The successful candidate will carry out external investigations into matters falling under the competence of Unit A3, in relation to funds spent mostly in Poland but possibly also other Member States under the unit's portfolio. This will necessitate preparing the investigative work plan of the case, continuously adapting it depending on priorities, conducting operational activities in accordance with Regulation 883/2013 (including on-the-spot checks and interviews at the premises of economic operators etc.) and drafting official documents in different languages, including English and Polish.

In most cases, the investigations are carried out jointly by a lead investigator and an associated investigator. The investigations are supervised by the Head of Unit and closely monitored by the responsible Head of Sector.

The successful candidate will be required to ensure good cooperation within OLAF and with all the parties concerned, especially other Commission Services and the competent services of Member States. He/she will maintain and further develop contacts with the Polish national administrative, police and judicial authorities in relation to cases dealt with by the unit.

The successful candidate can be required to assist other investigators in the Unit in cases where knowledge of Polish language is needed. He/she may also be requested to give linguistic assistance to other units in OLAF.

Unit A.3 is a dynamic unit with a good mix of experienced and junior investigators which favours teamwork and exchange of experiences also beyond the unit.

OLAF proposes a tailor-made training programme for newly appointed investigators.

### **Jobholder Profile (We look for)**

OLAF Unit A.3 is seeking to recruit a Seconded National Expert to reinforce its capacity to investigate allegations of fraud against the EU Budget and to liaise with national authorities. Candidates must be staff members of national administrative, police, public

prosecution authorities or public authorities with administrative and/or criminal investigative powers with at least six (6) years' experience.

The successful candidate should be highly motivated, capable of analysing and monitoring complex issues; he/she should be flexible, able to adapt quickly and respond to new case developments and changing priorities.

The ideal candidate should have:

- excellent knowledge of Polish language (oral and written);
- very good knowledge of English (oral and written);
- good knowledge of the European anti-fraud framework as well as of the EU Common Agricultural Policy and/or the European Structural and Investment Funds;
- very good analytical skills;
- good communication skills;
- solid team spirit, an open mind and the ability to maintain close and smooth relations with a wide range of correspondents;
- computer literacy.

Assets would be:

- proven experience in the conduct of administrative and/or judicial investigations (criminal or administrative) or in the conduct of audits (at national or EU level) with an emphasis on the identification of irregularities/fraud;
- proven experience in one of the following domains: protection of the EU's financial interests and OLAF's role in this regard and/or the EU Common Agricultural Policy and/or the European Structural and Investment Funds and/or Recovery and Resilience Facility.

### **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 you 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 <sup>(1)</sup>. This applies in particular to the confidentiality and security of such data. Before applying, please read the attached privacy statement.

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<sup>(1)</sup> 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)