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| Logo of the European Commission, 12 yellow stars on a blue background arranged in a circle and framed by two light grey graphic elements representing the Berlaymont building, which is the headquarter of the European Commission. | EUROPEAN COMMISSION |

VACANCY NOTICE FOR A POST OF SECONDED NATIONAL EXPERT

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| DG – Directorate – Unit | DG Budg – Directorate A – Unit A3 |
| Post number in sysper: | 432732 |
| Contact person:Provisional starting date:Initial duration:Place of secondment: | GALAND CHRISTOPHE1st quarter 20252 years[x]  Brussels [ ]  Luxemburg [ ]  Other: Click or tap here to enter text. |
| Type of secondment |  |
| This vacancy notice is open to:as well as[x]  The following EFTA countries: [x]  Iceland [x]  Liechtenstein [x]  Norway [ ]  Switzerland[ ]  The following third countries: …. [ ]  The following intergovernmental organisations: …   |
| Deadline for applications | Latest application date: 17-12-2024 |

**Entity Presentation (We are)**

The Directorate General (DG) for BUDGET is the central service of the Commission responsible for budgetary matters, playing a crucial role in the design and implementation of Union financial support. **BUDG A3,** a unit composed of 17 colleagues, plays a leading role within the DG for all internal policies, such as research & innovation, education & culture, migration & borders, EU values and justice, health, space, defence, SMEs. Our portfolio includes flagship spending programmes, for example Horizon Europe, ITER, Digital Europe, Space, CEF, InvestEU, Single market, Citizenship and rights, EU4Health, Justice, rescEU/Civil Protection, Asylum and Migration Fund and European Defence Fund. We are also responsible for consolidating and monitoring the financing and staffing of the six executive agencies implementing EU programmes and of the more than 35 decentralised agencies that issues authorisation, draft implementing regulation, compile information and coordinate actions of the Member States, as well as implementing important EU policies. Those agencies are for instance Frontex, Europol or the European Medicine Agency.

Our core role is to:
- prepare and negotiate the annual budget, first within the Commission (policy DGs & Agencies), and then with the European Parliament and the Council, for our parts of the EU budget (Heading 1, 2b, 4 and 5 of the Multiannual Financial Framework). Please find for instance the Draft Budget of the EU for 2025 as proposed by the Commission [[7a0420e1-599e-4246-9131-ccb7d505d6d9\_en(europa.eu)](https://commission.europa.eu/document/download/7a0420e1-599e-4246-9131-ccb7d505d6d9_en?filename=DB2025-Statement-of-Estimates_1.pdf)](https://commission.europa.eu/document/download/7a0420e1-599e-4246-9131-ccb7d505d6d9_en?filename=DB2025-Statement-of-Estimates_1.pdf)
- follow up the effective implementation of the budget;

- provide budgetary expertise advice to our 'client' DGs and agencies, for example to optimise the use of the available credits;
- provide opinions and input in regard to new Commission proposals and to interservice consultations (ISCs). We advise on where to find the budget for new initiatives.
We have a wide range of contacts with horizontal and sectoral Commission departments, as well as with the European Parliament and the Council.

**Job Presentation (We propose)**

The unit is composed of three dynamic teams, with one team responsible for research and innovation, another team focusing on asylum & migration and all decentralised agencies, and the third team responsible for all the important internal policy programmes not related to research, digital and migration (InvestEU, CEF, Digital, Single market, Space, Erasmus+, Creative, Equality Rights and Values, Health). Working alongside friendly and dedicated colleagues, you will be supported by an accessible Head of unit with a modern management style and colleagues who enjoy an excellent working atmosphere where professionalism, trust and good humour are amongst our primary values.

The precise work allocation of the colleague will be set based on the interests of the candidates and of its national authority, as well as based on the vacancies existing at the time of the secondment.

**Jobholder Profile (We look for)**

**We are looking for** a person with proven organizational and planning skills, a clear communication attitude and outstanding analytical skills. The candidate has to be proactive, dynamic and able to take initiative. The candidate is expected to have good computer skills (Word, Excel, Powerpoint, Outlook). **Being at ease with analysing figures and having a strong interest for it is necessary**.
More generally, we are looking for a colleague who has a pronounced sense of responsibility, autonomy and a strong commitment to maintaining high standards of service and business continuity. The candidate should have a very good command of English.

**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](https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32015D0444). 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](https://europa.eu/europass/en/create-europass-cv)](http://europass.cedefop.europa.eu/en/documents/curriculum-vitae)). 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]](#footnote-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 [↑](#footnote-ref-1)