



Temporary agent position – Internal Audit Service (IAS) of the European Commission

Selection reference: IAS/TA/COM/2023/007

Function Group: Administrator

Grade: AD5 – AD7

Job title: Internal Auditor

Where: Several units within the Internal Audit Service, Brussels

Publication deadline: until **29/10/2023** - 12.00 (Brussels time)

➤ **We are**

The Internal Audit Service provides independent, objective assurance and consulting services designed to add value and improve the operations of the Commission. It assesses and makes appropriate recommendations for improving the effectiveness of risk management control and governance processes and promotes a culture of efficient and effective management within the Commission, its departments, the Agencies and other bodies.

Pursuant to Article 99.1 of the Financial Regulation, the IAS operates in line with international internal auditing standards. The increased focus of the Commission on performance and making better use of resources means the IAS has an even more important role in helping to identify potential efficiencies and improvements. To that end it is focusing more and more on performance audits to complement its compliance and review work. It is also steadily developing its consulting services.

➤ **We propose**

Several vacancies are open across different units, each being in charge of auditing a specific portfolio of entities and covering a wide range of processes, offering as such a broad overview of the European Commission's environment. Depending on his/her experience, the person will join or lead a team of committed and highly qualified professionals. He/she will participate in various audit engagements aiming to assess and improve the internal control, risk management and governance processes of the services audited through practical and effective recommendations and advice. The successful candidate will be involved in the whole audit process, from the planning phase to the preparation of the audit report.



In addition, the successful candidate will follow, as correspondent, one of the audited entities in the concerned unit's portfolio and will also contribute to the horizontal tasks and continuous improvement of audit methodology, the internal procedures, the quality and efficiency of the audit process.

➤ **We look for**

Highly motivated, dynamic, and organised colleagues with a strong professional and technical skill set, excellent written and oral communication skills, a collaborative team spirit, and the ability to work independently. Prior audit or operational experience in the policy areas covered by the audited portfolio of the concerned recruiting unit will be highly valued.

- The successful candidate should have:
 - At least 3 years of relevant professional experience as an internal/external auditor
 - a solid knowledge of internal control and risk management frameworks (COSO, COSO-ERM) and financial management;
 - the ability to analyse complex situations, identify root causes and to propose cost-effective solutions to improve the audited entities' internal control systems;
 - the ability to draft and communicate clearly in English.
- The following criteria would be an asset:
 - a working knowledge of the Commission's internal control system;
 - a professional certification in internal auditing (CIA, CISA or CGAP) or external auditing (VIII Directive);
 - relevant operational or audit experience (or strong interest) in (one of) the following (policy) areas:
 - Cohesion policy funds, employment policy, technical support for reforms and/or decentralised agencies
 - Economic, Monetary, Fiscal and Financial Policies, European Strategic Investments and Statistics
 - Horizon Europe and related research programmes
 - EU energy, transport and digital policies
 - Next Generation EU (i.e. the 'Recovery and Resilience Facility' – RRF)
 - Corporate processes (e.g. borrowing and lending operations, governance aspects, risk management, overall coordination).

How to apply?

Interested candidates should send their **CV and motivation letter in a single PDF document** by the publication deadline to the following email address: IAS-HR-CORRESPONDENT@ec.europa.eu indicating the selection reference IAS/TA/COM/2023/007 in the subject.

No applications will be accepted after the publication deadline.



ANNEX

1. Selection

➤ **Am I eligible to apply?**

You must meet the following eligibility criteria when you validate your application:

General criteria:

Candidates must comply with the following formal criteria for this selection procedure on the deadline for applications:

- Be a national of a Member State of the European Union (EU) and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Be physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

Qualifications:

In order to be recruited in this position, you must have at least:

a level of education which corresponds to completed university studies of at least 3 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. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria (diplomas, certificates and other supporting documents).

Languages:

Candidates must have

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

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).



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 post has also been published internally in the Commission, inter-institutionally, and has been brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions and laureates of competitions have priority. It is only in case no suitable candidate can be found among the afore-mentioned categories that other applications will be considered¹.

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications we may receive, only candidates selected for 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 as well as that of the institution, the selection procedure will be carried out in English and possibly in a second official language.

2. Recruitment

Candidates selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

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

➤ **Type of contract and working conditions**

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

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2(b)/2(d) of the** Conditions of Employment of Other Servants, **in function group AD**.

¹ Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal)



The grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous professional experience, in accordance with Commission Decision C(2013)8970 laying down the criteria applicable to classification in step on engagement.

The duration of the **1st contract will be of 3 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with Commission Decision C(2013)9049 on policies for the engagement and use of temporary agents.

All new staff has 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 Working conditions and benefits of EU Careers.

For information related to Data Protection, please see the Specific Privacy Statement.

3. How to appeal?

Candidates have the right to submit complaints under Article 90(2) of the Staff Regulations, should they wish to challenge any act adversely affecting them taken during this procedure. Such complaints may be addressed to the Appeals and Case Monitoring Unit of DG HR (HR-MAIL-F6@ec.europa.eu).