

Directorate-General for Budget (DG BUDG)

Publication of a vacancy for the function of Director for “Expenditure” (BUDG.A)

(Grade AD 14)

(Article 29(2) of the Staff Regulations)

COM/2023/10426

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 the 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. DG BUDG plays a key role in promoting sound financial management, and is also responsible for the Commission’s debt issuance and loan administration for NextGenerationEU. In this context, DG BUDG has a strong performance culture and aims to ensure that the EU budget delivers concrete results and added- value across the EU policies.

DG BUDG consists of just under 600 staff and is made up of six directorates, five of which are based in Brussels, and one of which has staff based in both Brussels and Luxembourg.

Within DG BUDG, the mission of Directorate BUDG.A “Expenditure” is to prepare the annual draft budget and secure from the budgetary authority - the European Parliament and the Council of Ministers - the resources needed to implement the Union's policies, allocate them among Commission departments, contribute to sound financial management of Community funds and monitor budget implementation. Moreover, while ensuring that Commission proposals are consistent with the agreed multiannual financial framework, the Directorate follows closely the annual budgetary procedure promoting a constructive dialogue between the institutions and contributing to a smooth completion of the related decision-making process. The Directorate is composed of five units and approximately 70 staff.

We propose

A challenging post as Director of Directorate BUDG.A “Expenditure”. He/she will report to the Director-General and will provide the necessary strategic leadership to achieve the overall objectives of the Directorate, while coordinating the work of the heads of unit to:

- Ensure that Commission proposals for existing programmes and new policy initiatives take account of the budgetary dimension in line with the identified priorities, long term financial programming, agreed policy orientations and management of possible unforeseen developments.
- Prepare the annual budgetary proposals to be presented by the Commission and following them through until adoption by European Parliament and the Council of Ministers.
- Allocate the resources authorised by the budgetary authority to the Commission

Directorates General and Services, including the administrative appropriations and coordination of the allocation of Human Resources.

- Update the multiannual financial programming to take account of developments in the annual budget procedures and new proposals in the course of the agreed financial framework.
- Promote sound financial management throughout Commission services with the development of activity-based budgeting aimed at establishing a close link between results and budgetary resources.
- Ensure the alignment of available appropriations to actual needs and propose, when necessary, budgetary adjustments in conformity with the procedures established in the financial regulation.
- Propose budgetary solutions to the main political initiatives

The Director will be called upon to represent the Directorate or the Directorate-General at a senior level, both internally and externally, including at Inter-Institutional level with the European Parliament and the Council. In particular, the Director will represent the Commission at the meetings of the European Parliament's BUDG Committee playing a key role in the annual negotiations between the European Parliament and the Council in ensuring the successful adoption of the annual budget.

We look for (selection criteria)

The ideal candidate will be an outstanding and dynamic professional who should fulfil the following **selection criteria**:

a) *Management skills*:

- Proven success in a management position having shown strong leadership skills in providing direction through the definition of expected results and in ensuring delivery,
- Capacity to lead, motivate and inspire large multidisciplinary teams of highly-qualified staff, to set priorities and to take decisions,
- Well-developed capacity for strategic and creative thinking and the ability to generate innovative, coherent and practical action plans.

b) *Specialist skills and experience*:

- Solid experience in leading and steering complex negotiations with the budgetary authority and Member States
- Very good knowledge of the annual budgetary procedure and budget implementation and a thorough understanding of the functioning of the multi-annual financial framework and the interlinkages with the annual budgetary processes,
- Familiarity with the revenue side of the budget and the financial rules for implementing the budget is considered a plus,

- Good understanding of new political initiatives and their budgetary impact,
- Good knowledge of Commission's functioning and decision-making procedures

c) *Personal qualities:*

- Sound judgement and excellent analytical and conceptual skills,
- Strong communication, diplomatic and networking skills as well as proven ability to develop and maintain excellent relationships and to discuss effectively and efficiently at a high level with internal and external stakeholders alike,
- Solid experience in coordinating and negotiating at high level at inter-institutional or international level.

Candidates must (eligibility requirements)

Candidates will only be considered for the selection phase on the basis of the following formal requirements to be fulfilled **by the deadline for applications**:

- Nationality: candidates must be a citizen of one of the Member States of the European Union.
- University degree or diploma: candidates must have:
 - either a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is 4 years or more;
 - or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least 1 year when the normal period of university education is at least 3 years (this one year's professional experience cannot be included in the postgraduate professional experience required below).
- Professional experience: candidates must have at least 15 years postgraduate professional experience ¹ at a level to which the qualifications referred to above give admission.
- Management experience: at least 5 years of the post-graduate professional experience must have been gained in a high-level management function ².
- Languages: candidates must have a thorough knowledge of one of the official languages of the European Union³ and a satisfactory knowledge of another of these official languages.

¹ Professional experience is only taken into consideration if it represents an actual work relationship defined as real, genuine work, on a paid basis and as employee (any type of contract) or provider of a service. Professional activities pursued part-time shall be calculated pro rata, on the basis of the certified percentage of full-time hours worked. Maternity leave / parental leave / leave for adoption is taken into consideration if it is in the framework of a work contract. PhDs are assimilated to professional experience, even when unpaid, but for a duration of three years maximum, provided that the PhD has been successfully completed. A given period may be counted only once.

² In their curriculum vitae, candidates should clearly indicate for all years during which management experience has been acquired: (1) title and role of management positions held; (2) numbers of staff overseen in these positions; (3) the size of budgets managed; (4) numbers of hierarchical layers above and below; and (5) number of peers.

³ <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A01958R0001-20130701>

Selection panels will verify during the interview(s) whether candidates comply with the requirement of a satisfactory knowledge of another official EU language. This may include (part of) the interview being conducted in this other language.

- Age limit: candidates must not have reached regular retirement age, which for officials of the European Union is defined as being the end of the month in which the person reaches the age of 66 years (see Article 52 lit (a) of the Staff Regulations ⁴).

Selection and appointment

The selection and appointment will be conducted according to the European Commission's selection and recruitment procedures (see: Document on Senior Officials Policy ⁵).

As part of this selection procedure, the European Commission sets up a pre-selection panel. This panel analyses all applications, proceeds with a first eligibility verification and identifies candidates having the best profile in view of the selection criteria mentioned above, and who may be invited for an interview with the pre-selection panel.

Following these interviews, the pre-selection panel draws up its conclusions and proposes a list of candidates for further interviews with the European Commission's Consultative Committee on Appointments (CCA). The CCA, taking into consideration the conclusions of the pre-selection panel, will decide on the candidates to be invited for an interview.

Candidates who are called for an interview with the CCA participate in a full-day management assessment centre run by external recruitment consultants. Taking account of the results of the interview and the report of the assessment centre, the CCA establishes a shortlist of candidates it considers suitable for the function.

Candidates on the CCA shortlist will be interviewed by the relevant Member(s) of the Commission.

Following these interviews, the European Commission takes the appointment decision.

The selected candidate must have fulfilled any obligations imposed by law concerning military service, produce appropriate character references as to their suitability for the performance of their duties and be physically fit to perform their duties.

The selected candidate should hold, or be in the position to obtain, a valid security clearance certificate from his/her national security authority. A personal security clearance is an administrative decision following completion of a security screening conducted by the individual's competent national security authority in accordance with applicable national security laws and regulations, and certifying that an individual may be allowed to access classified information up to a specified level. (Note that the necessary procedure for obtaining a security clearance can be initiated on request of the employer only, and not by the individual candidate).

⁴ <https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A01962R0031-20140701>

⁵ https://commission.europa.eu/jobs-european-commission/job-opportunities/managers-european-commission_en#vacancies (only exists in English)

Until the personal security clearance has been granted by the Member State concerned and the clearance procedure completed with the legally required briefing from the European Commission's Security Directorate, the candidate will not be able to access EU Classified Information (EUCI) at the level of CONFIDENTIEL UE/EU CONFIDENTIAL or above, nor attend any meetings at which such EUCI is discussed.

Equal opportunities

In accordance with Article 1d of the Staff Regulations, the European Commission pursues a strategic objective of achieving gender equality at all management levels by the end of its current mandate and applies an equal opportunities policy encouraging applications that could contribute towards more diversity, gender equality and overall geographical balance.

Conditions of employment

The salaries and conditions of employment are laid down in the Staff Regulations.

The selected candidate will be recruited as an official at grade AD14. He / she will be classified depending on the length of his / her previous professional experience in step 1 or step 2 within that grade.

The selected candidate should note the requirement under the Staff Regulations for all new staff to complete successfully a nine-month probationary period.

The place of employment is Brussels, Belgium.

Independence and declaration of interests

Before taking up his/her duties, the selected candidate will be required to make a declaration of commitment to act independently in the public interest and to declare any interests, which might be considered prejudicial to his/her independence.

Important information for candidates

Candidates are reminded that the work of the selection panels is confidential. It is forbidden for candidates to make direct or indirect contact with their individual members or for anybody to do so on their behalf. Any query has to be addressed to the secretariat of the respective panel.

Protection 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 Council⁶. This applies in particular to the confidentiality and security of such data.

Application procedure

Before submitting your application, you should carefully check whether you meet all eligibility requirements ('Candidates must'), particularly concerning the types of diploma, high-level professional experience as well as linguistic capacity required. Failure to meet any of the eligibility requirements means an automatic exclusion from the selection procedure.

If you want to apply, you must register via the Internet on the following website and follow the instructions concerning the various stages of the procedure:

<https://ec.europa.eu/dgs/human-resources/seniormanagementvacancies/>

You must have a valid e-mail address. This will be used to confirm your registration as well as to remain in contact with you during the different stages of the procedure. Therefore, please keep the European Commission informed about any change in your e-mail address.

To complete your application, you need to upload a CV in PDF format, preferably using the Europass CV format⁷, and to fill out, online, a letter of motivation (maximum 8 000 characters). Your CV and your letter of motivation may be submitted in any of the official languages of the European Union.

It is in your interest to ensure that your application is accurate, thorough and truthful.

Once you have finished your online registration, you will receive an electronic mail confirming that your application has been registered. **If you do not receive a confirmation mail, your application has not been registered!**

Please note that it is not possible to monitor the progress of your application on-line. You will be contacted directly by the European Commission regarding the status of your application.

Applications sent by e-mail will not be accepted. If you require more information and/or encounter technical problems, please send an e-mail to: HR-MANAGEMENT-ONLINE@ec.europa.eu

It is your responsibility to complete your online registration in time. We strongly advise you not to wait until the last few days before applying, since heavy internet traffic or a fault with your internet connection could lead to the online registration being terminated before you complete it, thereby obliging you to repeat the whole process. Once the deadline for the

⁶ 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).

⁷ You can find information on how to create your Europass CV online at: <https://europa.eu/europass/en/create-europass-cv>

submission of registrations has passed, you will no longer be able to introduce any data. Late registrations will not accepted.

Closing date

The closing date for registration is **24/03/2023, 12.00 noon Brussels time**, following which registration is no longer possible.