

**VACANCY NOTICE**

**SECONDED NATIONAL EXPERT TO THE EUROPEAN COMMISSION**

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| **Post identification:**  (DG-DIR-UNIT) | **FISMA-D-2** |
| **Head of Unit:**  **Email address:**  **Telephone:**  **Number of available posts:**  **Suggested taking up duty:**  **Suggested initial duration:**  **Place of secondment:** | **Raluca Alexandra PRUNA**  [**raluca.pruna@ec.europa.eu**](mailto:raluca.pruna@ec.europa.eu)  **+32 2 298 00 93**  **1**  **3rd quarter 2023 [[1]](#footnote-1)**  **2 years1**  **☒ Brussels □ Luxemburg □ Other: ……………..** |
|  | **☒  With allowances** □  **Cost-free** |
| **This vacancy notice is also open to**  **□    the following EFTA countries :  □ Iceland □ Liechtenstein □ Norway □ Switzerland  □ EFTA-EEA In-Kind agreement (Iceland, Liechtenstein, Norway) □    the following third countries: □    the following intergovernmental organisations:** | |

**1. Nature of the tasks**

Unit D2 Financial Crime is a motivated and dynamic team within the Directorate Bank, insurance and financial crime of DG FISMA. The unit is responsible for the Union policy and legislation in the field of Anti-Money Laundering and Countering Terrorist Financing (AML/CFT). The unit is currently working on reforming the Union AML/CFT regime and negotiating an ambitious legislative package adopted in July 2021. This comprises the revision of the AML/CFT single rulebook and a major revamp of the institutional architecture at Union level through the creation of an EU AML Authority. The work of the unit also comprises active participation in the work of the Financial Action Task Force (FATF) - the main standard setter at global level. The unit is also actively involved in assessing the AML/CFT framework of third countries seeking EU membership. Fighting money laundering and terrorist financing, in particular by developing a comprehensive AML/CFT policy, is a priority for the Commission.

The qualifications for this job include team player skills. The successful candidate will work within a collaborative team and with a large number of colleagues from other Commission services, the EEAS and external stakeholders. S/he will need the ability to work within a group of people to achieve a shared goal in an effective way. Listening skills, openness to everyone's ideas, the willingness to working for the good of the group as a whole, and a strong sense of responsibility are essential.

The main focus is on the following tasks:

* Contribute to the shaping of a comprehensive EU AML/CFT policy, in particular by supporting the development of secondary legislation needed to complete the AML/CFT single rule book.
* Contribute to an effective application and enforcement of the Union regulatory framework.
* Contribute to the active participation of the European Commission in different workstreams of FATF and its regional body, MONEYVAL.
* Prepare meetings with other significant anti-money laundering bodies, such as the Basel Committee, Wolfsberg’s group and others, and participate in coordination with other staff in those meetings including by preparing and delivering presentations.
* Liaise with stakeholders in the public and private sector on a variety of AML/CFT issues.
* Draft answers to oral and written questions and petitions of Members of the European Parliament.
* Reply/coordinate replies to external requests for information.

The position will require the delivery of consistently high-quality, well written briefings and background notes, often under pressure and tight deadlines. It also includes maintaining an overview of priorities, supporting the proposed comprehensive AML/CFT policy at Union level and further developing it where necessary. Travel requirements can be expected as part of the role.

**2. Main qualifications**

**a) Eligibility criteria**

The following eligibility criteria must be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil all of these criteria will be automatically eliminated from the selection process.

• Professional experience: at least five years of professional experience in administrative, legal, scientific, technical, advisory or supervisory functions which are equivalent to those of function group AD;

• Seniority: candidates must have at least three year seniority with their employer that means having worked for an eligible employer as described in Art. 1 of the SNE decision on a permanent or contract basis for at least one year before the secondment;

• 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.

**b) Selection criteria**

Diploma

- university degree or

- professional training or professional experience of an equivalent level

in the field(s) : human or natural sciences

Professional experience

A very good knowledge and/or experience in anti-money laundering policies is required, at national and international level.

Language(s) necessary for the performance of duties

Excellent command of English is essential, with a good command of French being an asset.

**3. Submission of applications and selection procedure**

Candidates should send their application according to the **Europass CV format** (<http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward it to the competent services of the Commission within the deadline fixed by the latter.The CV must mention the date of birth and the nationality of the candidate. **Not respecting this procedure or deadlines will automatically invalidate the application.**

Candidates are asked not to 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.

Candidates will be informed of the follow-up of their application by the unit concerned.

**4. Conditions of the secondment**

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).

The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security system.

Unless for cost-free SNE, allowances may be granted by the Commission to SNE fulfilling the conditions provided for in Art. 17 of the SNE decision.

During the secondment, SNE are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.

If any document is inexact, incomplete or missing, the application may be cancelled.

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, OJ L 72, 17.03.2015, p. 53).

The selected candidate has the obligation to launch the vetting procedure before getting the secondment confirmation.

**5. Processing of personal data**

The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.B.1. The data processing is subject to the SNE Decision as well as the Regulation (EU) 2018/1725.

Data is kept by the competent services for 7 years after the secondment (2 years for not selected experts).

You have specific rights as a ‘data subject’ under Chapter III (Articles 14-25) of Regulation (EU) 2018/1725, in particular the right to access, rectify or erase your personal data and the right to restrict the processing of your personal data. Where applicable, you also have the right to object to the processing or the right to data portability.

You can exercise your rights by contacting the Data Controller, or in case of conflict the Data Protection Officer. If necessary, you can also address the European Data Protection Supervisor. Their contact information is given below.

**Contact information**

* **The Data Controller**

If you would like to exercise your rights under Regulation (EU) 2018/1725, or if you have comments, questions or concerns, or if you would like to submit a complaint regarding the collection and use of your personal data, please feel free to contact the Data Controller, Unit HR.B.1, [HR-B1-DPR@ec.europa.eu](mailto:HR-B1-DPR@ec.europa.eu).

* **The Data Protection Officer (DPO) of the Commission**

You may contact the Data Protection Officer ([DATA-PROTECTION-OFFICER@ec.europa.eu](mailto:DATA-PROTECTION-OFFICER@ec.europa.eu)) with regard to issues related to the processing of your personal data under Regulation (EU) 2018/1725.

* **The European Data Protection Supervisor (EDPS)**

You have the right to have recourse (i.e. you can lodge a complaint) to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)) if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by the Data Controller.

To the attention of candidates from third countries: your personal data can be used for security checks.

1. These mentions are given on an indicative basis only (Art.4 of the SNE Decision). [↑](#footnote-ref-1)