CALL FOR EXPRESSION OF INTEREST

DIRECTORATE E – General Affairs

ECHO.E2 – Programming, Control and Reporting

External Auditor

Contract Agent FGIV
BRUSSELS (Belgium)

Deadline for application: Friday 10/06/2022, by noon (Brussels time)
Job available: 01/06/2022
Job ID: 399435

We are

ECHO E2 manages the horizontal processes related to the preparation and implementation of the budget, strategic planning & reporting, budgetary reporting, evaluation based on the Commission’s Better Regulation Guidelines, internal control, compliance and assurance processes, risk management, anti-fraud strategy, DG ECHO external audits and their follow-up, the discharge in cooperation with operational units, central services (SG, BUDG, IAS, OLAF) and controlling bodies (European Court of Auditors, European Parliament – COBU, CONT, DEVE – or Council Committees).

We propose

A position of External Auditor in the External Audit sector, the work consists of, inter alia:

- Contributing to continuously improving the audit strategy, plans, methodology, manual, guidelines as well as the overall efficiency of the process;
- Contributing to horizontal tasks and working groups, as well as other tasks of the sector as requested; liaise with internal and external stakeholders;
- Implementing the Audit strategy and the Audit plan, in accordance with recognised audit standards;
- Contributing to the management and supervision of outsourced audits and maintain audit project records;
- Reviewing the audit reports (eligibility rules, audit standards, etc);
- Following up the implementation of the audit recommendations and supporting the geographical desks in charge of the relevant countries with the relevant audit expertise;
- Designing and carrying out audits, in line with audit standards (planning, execution and reporting);
- Implementing DG ECHO action plans for audit related activities;
- Executing and report on the audit in accordance with audit standards in order to provide objective opinion on system/performance.
We look for

We look for a motivated colleague, with a constructive team spirit, who will contribute with the relevant expertise to the work of the unit.

The candidate should have a solid background and experience in auditing and/or financial management, with at least 3 years’ experience in external audit, financial control and/or financial management. The candidate should also demonstrate a very good understanding (knowledge) of external programmes and EU financial rules. She/he should have the ability to work autonomously and exercise sound audit judgement. The candidate is hard working and able to deliver high-quality work under tight deadlines. The candidate should have strong interpersonal skills and be able to effectively coordinate the audit process between the auditees, the external auditors and ECHO’s operational desks.

The candidate should have a very good knowledge of English and should demonstrate the ability to draft and communicate clearly in English. Good command of French would be an asset.

Recruitment policy

Please note the following conditions in order to be an eligible candidate:

- You have passed an EPSO CAST in the required functional group (CA FG IV) 
  - or -
- The candidate is enrolled in the CAST Permanent in the required functional group -> register your application in CAST Permanent - it is open for registration and there is no deadline for submitting applications: https://epso.europa.eu/job-opportunities/cast_en
- Completed university studies of at least three years attested by a diploma.
- You must have a minimum of five years of professional experience.
- You must have an EU citizenship

After a selection based on the CVs, the selected candidates will be invited for the interview.

Candidates should be aware that, due to the nature of DG ECHO’s mandate, the DG must be able to respond rapidly in times of crisis. A flexible approach is therefore necessary with respect to responsibilities, sometimes involving temporary reassignment to a different unit.
How to apply

The candidates should send their CV with a one-page motivation letter (both in .pdf format) to the FMB ECHO-E2-SECRETARIAT@EC.EUROPA.EU within the deadline, indicating clearly in the subject field the name the ECHO unit concerned, i.e. ECHO.E.2, the title and the position (External Auditor - CA FG IV). Candidates should also indicate their EPSO CAST number.

Contact

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FMB for sending applications: ECHO.E2 ECHO-E2-SECRETARIAT@ec.europa.eu