



EUROPEAN  
COURT  
OF AUDITORS

## CALL FOR EXPRESSIONS OF INTEREST

### National experts seconded to the European Court of Auditors

#### WHO WE ARE

The European Court of Auditors (ECA) was established in 1975 as the European Union's external auditor. One of the EU's seven institutions, it is based in Luxembourg and employs around 900 audit, support and administrative staff of all EU nationalities. The ECA operates as a collegiate body of 27 Members, one from each EU member state. Our auditors check that the EU keeps good accounts and correctly applies its financial rules, and that its policies and programmes achieve their intended objectives and deliver value for money.

The ECA is divided into ten 10 audit and administrative directorates (see <https://www.eca.europa.eu/en/organisation>).

- The audit directorates, which are organised into five chambers, deal with different policy areas. Staff are assigned to a chamber according to the priorities that stem from its work programme.
- The Directorate for Audit Quality Control ensures that the necessary quality standards are observed and provides audit support to audit teams through a dedicated data and technology team, IT audits, and sophisticated data analyses.
- The Directorate of the Presidency supports the Court through external communication, international relations and strategic planning and foresight activities.
- Three directorates within the Secretariat-General ensure the necessary administrative, training, IT and language support to ensure that the institution operates smoothly.

Knowledge management and developing appropriate expertise are key to our audit mission, which also involves travelling to EU and third countries worldwide. The ECA provides a stimulating learning environment with opportunities for professional development.

In addition to being a modern and dynamic organisation which strives for and promotes excellence, professionalism, transparency and integrity, we define ourselves as a diverse, flexible and equitable institution which gives every individual the opportunity

to maximise their talents. Through our individual and collective involvement in the ECA's activities and our ambitious training programme, we aim to make the ECA an intellectually stimulating workplace. We strive to create a learning-based organisation that relies on institutional knowledge, and on motivated staff with a high level of training, to serve the EU and its citizens.

The ECA is an EU institution on a human scale: this facilitates integration, allows for easier interaction, and encourages teamwork. We offer flexible working hours and teleworking arrangements. Our premises are equipped with all the facilities necessary to make your life easier and more enjoyable (canteen, cafeteria, sports facilities, meditation room, etc.).

We value diversity and inclusion, promote equal opportunities, and ensure a respectful working environment based on open communication, dialogue, and mutual trust. Staff engagement, wellbeing and greening are important pillars of our internal policies.

## **WHAT WE ARE OFFER SECONDED NATIONAL EXPERTS**

We have decided to welcome national experts who will be seconded to the ECA by their national administrations to carry out audit work.

Seconded national experts (SNEs) must remain in the service of, and be paid by, their employer throughout their secondment. They also remain subject to the social security and health insurance legislation applicable to the civil service in their country of origin.

Throughout the secondment, SNEs are entitled to a daily subsistence allowance of €160.62 (if, during the 3 years ending 6 months before their secondment, they habitually resided or carried out their main occupation at a distance of more than 100 km from Luxembourg). Where relevant, they may also be entitled to the reimbursement of travel expenses at the beginning and end of their secondment, removal expenses, and an additional flat-rate allowance. Relevant details and other rights and benefits are set out in Decision No 18-2010 of the Court of Auditors laying down rules applicable to seconded national experts.

We are offering secondments for a period of 2 years starting in 2024. Depending on the needs of the service, the secondment can be extended by another 2 years.

## **WHAT TASKS WOULD A SECONDED NATIONAL EXPERT EXPECT TO PERFORM?**

Seconded national experts will be asked to design and carry out audits in line with internationally recognised standards, including:

- drawing up audit plans based on sound audit approaches;
- collecting, checking and analysing data;
- drafting and communicating audit findings, reports and opinions;
- participating in IT audits and other activities to strengthen and streamline the audit process and maximise the use of data (e.g. producing reports or visuals for

- audit decision-making, researching new ways to use data, analysing data to identify trends);
- providing expertise and support with regard to knowledge management, specific policy areas and audit methodology;
- contributing to maintaining and developing the ECA's relations with external stakeholders at national, EU and international level;
- collecting and analysing documents and information from a wide variety of sources.

## WHAT WE ARE LOOKING FOR

### I. ELIGIBILITY CRITERIA

#### 1. Legal requirements

Applicants should be nationals of an EU member state **and** a staff member of either a supreme audit institution or other relevant administration in an EU member state.

They should enjoy their full rights as citizens and meet the character requirements for the duties involved.

#### 2. Qualifications

- A level of education which corresponds to completed university studies attested by a diploma when the length of the university education is 4 or more years, 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 length of the university education is at least 3 years.

Only diplomas and professional qualifications that have been awarded or recognised in EU (or former EU) member states or those that are the subject of equivalence certificates issued by the authorities of one of these member states will be taken into consideration.

#### 3. Professional experience

At least 3 years of full-time professional experience in one or more of the following areas:

- auditing (financial and compliance audit or performance audit); and/or
- financial management; and/or
- data analysis including experience with databases, model design and data mining among others; and/or

- project or programme evaluation, and design or implementation of structural reforms or public policies.

#### 4. Knowledge of languages

- Excellent command of one of the official EU languages (mother tongue or minimum level C2 in understanding, speaking and writing);
- as English and French are the ECA’s official working languages, a sound knowledge of one of these languages is required (minimum level C1 in understanding, speaking and writing).

To assess your foreign language skills, see:

<https://europa.eu/europass/en/common-european-framework-reference>

## II. SELECTION CRITERIA

- Professional experience in the ECA’s fields of activity
- Communication skills (written and oral)
- Ability to work independently and as part of a team
- Priority-setting, planning and organising

Digital and data literacy will be considered an asset.

## **SELECTION PROCEDURE**

A designated selection committee from the ECA will examine the eligibility of applications based on the information provided in the supporting documents mentioned under “How to apply”.

The applicants whose profiles best match the ECA’s fields of activity will be invited for an interview to determine whether they meet the needs of the service and possess the required competencies and skills.

Following the interviews, the committee will draw up a list of the candidates who meet the selection criteria and the requirements of the post(s).

The ECA reserves the right to select one or more candidates from that list based on the relevance of their profile and skills, the available budget and the needs of the service.

The selected candidate(s) will be offered a secondment under the conditions set out in the last paragraph of “What we offer seconded national experts”.

## HOW TO APPLY

**The deadline for applications is 12.00 (noon) CET on 12 April 2024.**

Applications must be written in English or French and sent to [ECA-END@eca.europa.eu](mailto:ECA-END@eca.europa.eu).

Please quote the reference “**Seconded national experts in audit**” in the subject line.

Applications must include the following three documents:

- a cover letter (**max. three pages**);
- an up-to-date CV (**max. five pages**), preferably in the Europass format (see: <https://europa.eu/europass/>);
- written confirmation from the candidate’s employer stating that the candidate may join the ECA as an SNE for a period of at least 2 years.

**Any application received after the deadline, or which does not include the three requested supporting documents, will be rejected.**

The selection committee will evaluate applications based solely on the information given in these documents. It may ask candidates to provide supporting evidence for statements made in their applications. If candidates fail to provide such evidence when it is requested, their applications will be rejected. For further information regarding human resources matters, please email [ECA-END@eca.europa.eu](mailto:ECA-END@eca.europa.eu).

## RECRUITMENT POLICY

In line with the ECA’s Diversity & Inclusion policy and Article 1d of the Staff Regulations, the ECA embraces diversity and promotes equal opportunities. We accept applications without discrimination on any grounds, and we take steps to ensure that recruitment is evenly balanced between women and men, as required by Article 23 of the Charter of Fundamental Rights of the European Union. We also take measures to reconcile working life with family life.

If an applicant requires any special arrangements (for specific handicap or disability) in order to take part in this selection procedure, please send an email in good time to [ECA-END@eca.europa.eu](mailto:ECA-END@eca.europa.eu).

## DATA PROTECTION

The ECA is committed to ensuring that applicants’ personal data are processed in compliance with 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<sup>1</sup>.

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<sup>1</sup> OJ L 295, 21.11.2018, p. 39.

For more information, see the specific privacy statement for employment vacancies:  
[https://www.eca.europa.eu/Lists/ECADocuments/Specific\\_Privacy\\_Statement\\_vacancies/Specific\\_Privacy\\_Statement\\_vacancies\\_EN.PDF](https://www.eca.europa.eu/Lists/ECADocuments/Specific_Privacy_Statement_vacancies/Specific_Privacy_Statement_vacancies_EN.PDF)

## **REQUESTS FOR RECONSIDERATION — COMPLAINTS AND APPEALS — COMPLAINTS TO THE EUROPEAN OMBUDSMAN**

If, at any stage in the selection procedure conducted by the ECA, the applicants believe that a decision adversely affects them, the following options are available:

### Request for the selection committee to reconsider its decision

They may submit a written reasoned request for reconsideration of a decision taken by the selection committee. This request must be sent, within 10 calendar days of notification of the decision, to [ECA-Recours@eca.europa.eu](mailto:ECA-Recours@eca.europa.eu). Where the last day of this period is a public holiday, a Saturday or a Sunday, the period shall end with the expiry of the last hour of the following working day.

### Complaints

Under Article 90(2) of the Staff Regulations, they may submit a written complaint against the ECA's decision to reject their application, within 3 months of being notified thereof, to the following address:

The Secretary-General  
European Court of Auditors  
12, Rue Alcide de Gasperi  
L-1614 LUXEMBOURG

### Judicial appeals

Under Article 91 of the Staff Regulations, they may appeal against a decision to reject their complaint, insofar as it adversely affects them, to the Court of Justice of the European Union. The action must be brought by a lawyer within 3 months of notification of the decision to reject the complaint.

### Complaints to the European Ombudsman

If they believe that the handling of their application has involved maladministration by the ECA, they may submit a complaint to the European Ombudsman, having first contacted the ECA with a view to settling the dispute. They must submit the complaint in writing within 2 years of discovering the relevant facts. An electronic complaints form is available on the European Ombudsman's website. Complaining to the European Ombudsman will not suspend the above-mentioned appeal deadlines.