V

(Announcements)

ADMINISTRATIVE PROCEDURES

COURT OF AUDITORS

RECRUITMENT NOTICE No CC/AD/19/10

Director

(Function group AD, grade 15)

Secretariat-General — Directorate of Human Resources

(2010/C 204 A/01)

WHO WE ARE

The European Court of Auditors is the European Union (EU) institution established by the Treaty to carry out the audit of EU finances. As the EU's external auditor, it contributes to improving EU financial management and acts as the independent guardian of the financial interests of the citizens of the Union.

The Court renders audit services through which it assesses the collection and spending of EU funds. It examines whether financial operations have been properly recorded and presented, legally and regularly executed and managed so as to ensure economy, efficiency and effectiveness. The Court communicates the results of its audits in clear, relevant and objective reports. It also provides opinions on financial management issues.

The Court promotes accountability and transparency and assists the European Parliament and the Council in overseeing the implementation of the EU budget, particularly during the discharge procedure. The Court is committed to being an efficient organisation at the forefront of developments in public audit and administration.

The Court is an equal-opportunities employer and welcomes applications from qualified candidates, both men and women, without discrimination.

The Court of Auditors has its headquarters in Luxembourg.

WHAT WE OFFER

The Court of Auditors has decided to organise a recruitment procedure for a Director post (grade AD 15) in the Secretariat-General — Directorate of Human Resources, in accordance with Article 29(2) of the Staff Regulations of Officials of the European Communities [1] (the Staff Regulations). This selection procedure will be run in parallel with an internal and interinstitutional recruitment procedure.

[1] OJ L 124, 27.4.2004, p. 1.

The successful candidate will be recruited in grade AD 15 ([2]) at a basic monthly salary of EUR 13 192,64. This salary, which is subject to Community tax but exempt from national taxes, may be increased by a number of allowances as set out in the Staff Regulations.

The Director of Human Resources is a senior official. His/her responsibilities are:

— to prepare, propose and implement the Court's human resources and professional training policies in accordance with the strategic guidelines and decisions adopted by the Court and the Secretary-General,

— to ensure the smooth running of the Directorate in conjunction with all the other services of the Court, to supervise, guide, motivate and coordinate the three units in the Directorate, and to optimise the use of resources by assuring the quality of the Directorate's work,

— to draw up and implement the Directorate's annual work programme and report on its implementation,

— to maintain close contacts with the institution's staff representatives, represent the Court of Auditors on interinstitutional bodies and maintain close contacts with the European Personnel Selection Office (EPSO) and the European School of Administration.

YOUR PROFILE

This selection procedure is open to all candidates who can satisfy the following conditions on the application deadline:

— a level of education corresponding to completed university studies, attested by a recognised diploma in at least one of the following fields: finance, economics, law, political science or social science; studies specialising in human resources management and/or professional training would be an advantage,

— at least 15 years' reliable professional experience acquired since the qualifications referred to above, at least six of which must have been in managerial functions. Reliable and successful professional experience in human resources management and/or professional training,

— proven ability to devise and implement a human resources policy, including defining and reporting on the objectives and results to be achieved,

— proven ability to devise and implement a professional training strategy,

— excellent administrative skills in the relevant field of activity: management of human and financial resources (forecasting, organisation, supervision and coordination), IT tools and systems, legal framework,

— excellent management skills: team leadership and motivation, ability to recognise and exploit staff potential and manage conflict,

— the necessary motivation to play a role in managing the administration of an EU institution which is constantly striving to improve its performance; the capacity to innovate and convince others to embrace change,

— versatility and the ability to analyse and summarise,

— excellent interpersonal skills and the ability to communicate orally and in writing,

— proven ability to work with other stakeholders. Approachability, openness of mind, awareness of the general interest and ability to negotiate,

— thorough knowledge of one official EU language and satisfactory knowledge of at least one other official EU language; knowledge of other languages would be an advantage. On account of the nature of the duties to be performed, a sound knowledge of English or French is required; knowledge of both is, however, desirable.

([2]) The official will be reclassified on appointment in accordance with Article 32 of the Staff Regulations.

CONDITIONS FOR APPOINTMENT

In accordance with Article 28 of the Staff Regulations, the successful candidate must:

— be a national of one of the Member States of the European Union ([3]),

— enjoy full rights as a citizen of that Member State,

— have fulfilled any obligations imposed on him/her by the laws concerning military service,

— produce the necessary character references as to his/her suitability for the performance of his/her duties.

SELECTION PROCEDURE

(a) To help the Court to reach a decision, a preselection board (the board) will examine applications on the basis of the following criteria:

(i) the candidates' qualifications, professional experience, motivation, versatility and analytical skills;

(ii) their ability to perform management tasks and lead a team;

(iii) their performance in specific areas required for the post.

(b) The board will evaluate candidates in two stages:

(i) all candidates will be assessed on the basis of:

— their personal file, curriculum vitae and letter giving their reasons for applying,

— a case study which they will be required to write;

(ii) the successful candidates will be invited to:

— attend an interview,

— present the case study.

If the board so chooses, it may also have the candidates' management skills assessed by an external evaluator.

APPLICATIONS

Applications must be written in English or French and sent by electronic mail to the following address: vacancies@eca.europa.eu. The subject line must contain the number of the vacancy notice. Applications must be accompanied by a letter setting out the candidate's reasons for applying and a current curriculum vitae drawn up using the 'Europass CV' template (available at http://europass.cedefop.europa.eu).

The final date for submitting applications is 6 September 2010 at 12 a.m.

Candidates who are invited to interview ([4]) are advised that they will be required on the day in question to produce copies or photocopies of supporting documents with evidence of their qualifications, professional experience and current functions. None of these documents will be returned to the candidates.

Luxembourg, 9 July 2010.

For the Court of Auditors

Vítor CALDEIRA

President

([3]) Belgium, Bulgaria, the Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, the Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden and the United Kingdom.

([4]) This does not apply to candidates employed by the Court of Auditors on the date of application.