



**SINGLE RESOLUTION BOARD**

**VACANCY NOTICE**

**SENIOR POLICY AND INTERNATIONAL RELATIONS EXPERT (1)  
AND  
RESOLUTION POLICY AND FINANCIAL STABILITY EXPERT (2)  
(SRB/AD/2016/009)**

<b>Type of contract</b>	Temporary agent
<b>Function group and grade</b>	AD7
<b>Duration of contract</b>	3 years (renewable)
<b>Area(s)</b>	Policy and International Relations Resolution and Financial Stability
<b>Place of employment</b>	Brussels, Belgium
<b>Estimated monthly basic salary</b>	€ 5,747.35
<b>Deadline for applications</b>	16 August 2016
<b>Reserve list valid until</b>	31 December 2017
<b>Probationary period</b>	9 months

**The Single Resolution Board**

The SRB is the European resolution authority within the European Banking Union and the second pillar of the newly created Banking Union and its "Single Resolution Mechanism" (SRM). It works in close cooperation with the national resolution authorities of participating Member States, the European Commission and the European Central Bank in particular.

Its mission is to ensure an orderly resolution of failing banks with minimum impact on the real economy and on public finances of the participating Member States and beyond.

The SRB is also responsible for managing the Single Resolution Fund, which is established by the Single Resolution Mechanism to ensure that medium-term funding support is available while a credit institution is being restructured and/or resolved.

The SRB is a self-financed agency of the European Union.

The SRB will carry out specific tasks to prepare for and carry out the resolution of a bank that is failing or likely to fail.

**The job**

The SRB is organising a call for expressions of interest with a view to establishing a reserve list of Temporary Agents for the positions of *Senior Policy and International*

*Relations Expert* in the Unit for Policy coordination and International Relations and of *Resolution Policy and Financial Stability Expert* in Directorate A.

The Unit for Policy coordination and International Relations manages the internal policy-setting process of the SRB, works on specific policy topics related to primary legislation, co-ordinates and prepares the work of the SRB at international fora like the FSB, manages the preparation and adoption of the Board's work programme and annual report, manages the relationship with parliaments. The EU Council and EU Commissioners, is responsible for managing the relationship with international (non-EU) partners and prepares and briefs the Chair and other Board Members on a wide variety of matters.

Directorate A is responsible for cross-cutting resolution issues including the development of methodologies, processes and policies relating to resolution activities, contributing to the promotion of consistent resolution activities, the development of cooperation agreements with relevant stakeholders, the coordination of the oversight function over NRAs' direct responsibilities over Less Significant Institutions and the conduct of financial stability analyses for resolution purposes.

It is recommended that the candidate mention in the motivation letter of their application their preferred profile.

## **1. Profile**

The jobholder for Policy Coordination and International Relations will contribute to the development of the policy stances of the SRB on all matters under its remit, actively engage with multiple internal and external stakeholders in the policy development and delivery process, assist the Chair and Management of the Board in the fulfilment of their tasks and in their public and confidential communication, and take part in international discussions on relevant policy and cooperation issues. He/she will work in close cooperation with the horizontal and vertical parts of the organisation and deliver high-quality on-time output for the Chair and the organisation.

He/she will be part of multidisciplinary and multinational resolution teams headed by a Head of Unit for Policy Coordination and International Relations.

He/she is a confident, vocal, strategic thinker with unusual attention to detail and the ability to work well in a high-speed, high-pressure environment. He/she will understand the financial and political environment of the EU in general, and the Banking Union, in particular, and will possess some diplomatic ability in an international context and speak and write excellent English.

The jobholder for Resolution Policies and Financial Stability will contribute to relevant work streams of Directorate A, engage in smooth cooperation with relevant external stakeholders (NRAs, ECB, EC, EBA, etc.) and work in close cooperation with the resolution units, the legal team and other areas. He/she will work in an interdisciplinary and multinational team headed by a Head of Unit or coordinated by a Senior Expert.

### **1.1 Tasks**

The duties of the Senior Policy and International Relations Expert will include:

- The preparation and coordination of policy stances for the organisation;

- The identification of policy issues and the raising of management's attention to short- and long-term developments that are relevant for the organisation;
- The monitoring of European and international debates and the political environment for issues of direct and indirect relevance for the organisation and the proposal of short- and long-term strategies to cope with such developments;
- The drafting of speeches, presentations, papers, and other texts in excellent English, sometimes at short notice, ready for use by senior management and others;
- Speaking fluently and eloquently in public on the topics of relevance for the SRB and representing the organisation in European and international fora, at universities and events, often requiring travel including outside of normal working hours;
- Assisting the Head of Unit in the management of the team and the representation of the team to senior management;
- Cooperating closely with experts inside and outside the team to further the organisation's mission;
- Developing and fostering informal networks within the European institutions and with Member State institutions to improve the ability of the organisation to achieve its goals both formally and informally.

The duties of the Resolution Policy and Financial Stability Expert will include the following:

- Contributing to developing guidance on methodologies, processes and policies and analysing other relevant horizontal issues relating to resolution activities;
- Defining processes, and carrying out activities to ensure consistency in the conduct of resolution authorities;
- Developing cooperation frameworks and fostering smooth relations with relevant stakeholders (NRAs, ECB, EC, EBA, etc.);
- Contributing to the SRB oversight function relating to the NRAs' direct responsibilities over LSIs;
- Conducting financial stability analyses to support resolution activities (e.g. impact of banks' failure on financial stability, potential contagion effects on financial stability, scenario analysis, etc.)
- Contributing to the activities of the relevant SRB Committee dealing with cross-cutting resolution issues.

## **Qualifications and experience required**

### **2. Eligibility criteria**

#### **2.1 General conditions**

By the closing date of this call candidates must:

- be nationals of a Member State of the European Union;
- enjoy their full rights as citizens;
- have fulfilled any obligations imposed by national laws concerning military service;
- meet the character requirements for the duties involved;

- be physically fit to perform their duties<sup>[1]</sup>.

## **2.2 Education**

- a) A level of education which corresponds to completed university studies of at least three (3) years attested by a diploma, together with one (1) additional year of relevant professional experience;

OR

- b) A level of education that corresponds to completed university studies of at least four (4) years attested by a diploma.

Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration.

## **2.3 Experience**

Candidates must have, at the closing date for applications, professional experience of at least six (6) years<sup>[2]</sup> (in addition to the 1 year mentioned under 'Education') in a field relevant to the positions

Out of the six (6) years of professional experience mentioned above, at least three (3) years of proven professional experience must be in some or all of the fields linked to the tasks described in section 1 above. This experience may have been acquired in banks, banking or finance-related consultancy, accounting or bank regulation or in high-level policy and governance fields. It can also have been acquired in public authorities (central banks, supervisory, and resolution authorities) or other international organizations (IMF, BIS).

Such professional experience is relevant only if acquired after the diploma giving access to the competition was obtained.

## **2.4 Languages skills**

As the predominant working language of the SRB is English, candidates must therefore have an excellent command of spoken and written English (note: Native English speakers will be required to demonstrate knowledge of a second EU language at interview stage).

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<sup>[1]</sup> Before taking up his/her duties, the successful candidate will undergo a medical examination by one of the institutions' medical officers.

<sup>[2]</sup> Professional experience will be counted from the date on which the applicant acquired the minimum qualification for access to the profile in question. Only duly documented professional activity (i.e. remunerated employment or self-employment) is taken into account. Part-time work will be taken into account in proportion to the percentage of full-time hours worked. Periods of education or training and unremunerated traineeships are not taken into account. Fellowships, grants and PhDs can be counted as professional experience up to a maximum of 3 years. Any given time period can be counted only once (e.g. if the applicant had a full-time job and did freelance consultancy work in the evenings and weekends, the days spent on the latter will not be added to the period of the former).

Candidates must also have a satisfactory knowledge of another official language of the European Union<sup>[3]</sup>.

### **3 Selection criteria**

Candidates should have excellent analytical and problem-solving skills and be able to think creatively. They should have good organisational skills and an adequate command of office equipment and applications (word processing, spread sheets, presentations, electronic communication, internet, etc.). They should be able to thrive in a high-pressure, high-information, multicultural environment.

In addition, candidates will be assessed on the basis of the following selection criteria:

#### **Essential:**

##### COMMON TO BOTH PROFILES

- Suitability to perform the tasks described in Section 1;
- Professional experience in preparing, negotiating, monitoring, or implementing regulation;
- Ability to maintain high attention to detail and speed under pressure;
- Professional experience in coordinating teams of experts or leading work streams at international levels;
- Ability to speak and represent in public;
- Ability to express himself/herself clearly and sometimes in public, candidates must have an excellent command of spoken and written English at least to C1-level and proven drafting ability. The content, grammar, spelling and style of the motivation letter will be taken into account when assessing the candidate's English and writing skills. The motivation letter must consist of at least the following three 200-word sections:
  - What is your motivation for this position?
  - How would you describe the European experience to a non-European?
  - What has the BRRD brought to Europe since its inception?

##### SPECIFIC TO PROFILE 1

- Excellent political, diplomatic and problem-solving skills;
- Professional experience in policy or strategy.

##### SPECIFIC TO PROFILE 2

- Professional experience in dealing with policy issues relating to bank resolution and/or to bank supervision;
- Professional experience in conducting financial stability analyses or analysing markets;
- Professional experience in EU Institutions or Agencies.

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[3] Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, Swedish.

**Advantageous:**

- Previous professional experience in a national supervisory or resolution authority or in an international organisation;
- Experience in working in multicultural teams.

## SPECIFIC TO PROFILE 2

- Post graduate degree in a relevant branch of Economics of Finance related to the tasks mention in section 1.1

**The selection process****4. How to apply**

You may apply through the EU CV Online system<sup>[4]</sup>.

To be able to apply online via the EU CV online database, candidates must first create an account or sign in to an existing account. If not done already, candidates must first fill in the electronic CV. Applications shall be made in English. Once the CV is completed, candidates may choose and apply to the call of interest of their choice. Candidates are advised to fill out all relevant fields of the application. All technical questions concerning EU CV online must be sent through the Contact page of EU CV online.

**Before applying, you should carefully check whether you meet all the eligibility criteria.**

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 problem with the internet connection could lead to your online registration being interrupted before you complete it, thereby obliging you to repeat the whole process. Once the deadline has passed, you will no longer be able to register.

No supporting documents are required at this stage – these will be required later on in the recruitment process (see section 5.3).

On completion of your online registration, you will receive on screen a registration number, which you must note. Once you receive this number, the registration process is finished. This will be your reference number in all matters concerning your application. If you do not receive a number, your application has not been registered!

An acknowledgement of your application will be sent to the e-mail address indicated in your application. It is your responsibility to verify that you provide the correct e-mail address.

**Deadline for applications: 16 08 2016 at midday (12:00 Brussels time)**

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<sup>[4]</sup> EU CV Online is the tool used by the European Commission for recruitment of staff on temporary basis.

You may apply at:

[https://ec.europa.eu/dgs/personnel\\_administration/open\\_applications/CV\\_Cand/index.cfm?fuseaction=premierAcces](https://ec.europa.eu/dgs/personnel_administration/open_applications/CV_Cand/index.cfm?fuseaction=premierAcces)

If you have a disability that prevents you from registering online, you may submit your application (CV and letter of motivation) on paper by registered mail<sup>[5]</sup>, postmarked no later than the closing date for registration. All subsequent communication between the Commission and you will be by post. In this case, you must enclose with your application a certificate attesting your disability, issued by a recognised body. You should also set out on a separate sheet of paper any special arrangements you think are needed to make it easier for you to take part in the selection.

If you require more information and/or encounter technical problems, please send an e-mail to [SRB-RECRUITMENT@srb.europa.eu](mailto:SRB-RECRUITMENT@srb.europa.eu).

## **5. Steps of the selection procedure**

### **5.1 Admission to the selection procedure**

After the deadline for online registration, the selection panel will check the submitted applications against the eligibility criteria described in Section 2. Applications satisfying these conditions will then be assessed against the selection criteria under Section 3.

### **5.2 Initial assessment of the applications**

The selection panel will assess each eligible application according to the qualifications and training, professional experience and motivation of the candidate with respect to the profile described in Section 1.1.

### **5.3 Invitation to assessment phase**

Following the initial assessment of the applications, the most suitable candidates for the post will be invited to a test and an interview which will be held in Brussels.

The selection panel may also decide to include additional tests at this stage.

Details of the time, date and address of the interview will be communicated to candidates in due time.

Candidates will be requested to submit, if successful and considered for recruitment, originals or certified copies of their diploma(s) and evidence of their professional experience, clearly indicating the starting and finishing dates, the function(s) and the exact nature of the duties carried out. Prior to contract signature, the successful candidate(s) will be required to provide original versions of documents proving the eligibility criteria.

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<sup>[5]</sup> Single Resolution Board, Treurenberg 22, B-1000 Brussels

#### **5.4 The assessment phase**

An interview and any other test(s) with the selection panel will enable it to carry out an assessment of the candidate according to the selection criteria described in Section 3.

The assessment phase will be conducted in English.

#### **5.5 Verification of documents and scrutiny**

The candidates' applications will be checked against supporting documents provided in order to confirm the accuracy and eligibility of the application.

If, at any stage in the procedure, it is established that the information in an application has been knowingly falsified, the candidate will be disqualified from the selection process.

You will also be disqualified if you:

- do not meet all the eligibility criteria;
- do not provide all the required supporting documents.

#### **5.6 Reserve list**

The selection panel will place the most suitable eligible candidates on a draft reserve list. This draft will be submitted to the Chair of the SRB for approval. The adopted reserve list will be valid until 31 December 2017. Reserve lists may be extended by decision of the SRB. Prior to being offered a post, candidates on a reserve list may be required to undergo further evaluation by the SRB (e.g. including a further interview).

Inclusion on a reserve list does not imply any entitlement to employment in the SRB.

### **Other important information**

#### **6. General information**

##### **6.1 Equal opportunities**

The SRB applies a policy of equal opportunities and accepts applications without discrimination on any grounds.

##### **6.2 Selection panel**

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is strictly forbidden.

##### **6.3 Approximate timetable**

The selection process may take some months to be completed; no information will be released during this period. The selection panel intends to finalise the recruitment process for this vacancy during semester 2 of 2016, with a view for the selected candidates to take office in late 2016/early 2017.

## **6.4 Recruitment conditions / Career**

Successful candidates may be offered a contract as a temporary agent in accordance with the Conditions of employment of other servants of the European Communities for an initial period of 3 years, renewable for another period of 3 years. After the second period, the contract may be renewed for an indefinite period.

The place of employment is Brussels (Belgium), where the SRB is based.

## **6.5 Remuneration**

Successful applicants who are offered a contract of employment will, on entry into service, be placed in step 1 or step 2 of the AD 7 grade, according to the length of their professional experience. The basic monthly salaries for grade AD 7 Officers, as at 1 July 2015 in Brussels, are:

- Step 1: € 5,747.35
- Step 2: € 5,988.86

In addition to the basic salary, staff members may be entitled to various allowances, in particular expatriation allowance, household allowance, dependent child allowance and education allowance. The salary is subject to a Community tax deducted at source and staff members are exempt of national taxation.

## **6.6 Protection of personal data**

As the body responsible for organising the competition, the SRB ensures that applicants' personal data are processed as required by Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (Official Journal of the European Communities, L 8 of 12 January 2001). This applies in particular to the confidentiality and security of such data.

## **6.7 Appeal procedure**

If a candidate considers that he/she has been adversely affected by a particular decision, he/she can lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Communities and Conditions of employment of other servants of the European Communities, at the following address:

SRB  
Selection procedure: Ref. SRB/AD/2016/009  
Treurenberg 22 (T-22 office 01/PO59)  
B-1000 Brussels,  
BELGIUM

The complaint must be lodged within 3 months. The time limit for initiating this type of procedure (see Staff regulation as modified by the European Parliament and the Council Regulation No 1023/2013 of 22 October 2013 published in the Official Journal of the European Union L 287 of 29 October 2013, <http://europa.eu/eur-lex>) starts to run from the time the candidate is notified of the act adversely affecting him/her.