



VACANCY NOTICE

SECONDED NATIONAL EXPERTS TO THE SINGLE RESOLUTION BOARD (SRB) Various profiles

BANK RESTRUCTURING AND RESOLUTION EXPERTS
LEGAL EXPERTS
FINANCIAL STABILITY EXPERTS
RESOLUTION FUND EXPERTS
COMMUNICATIONS EXPERTS
PROJECT MANAGEMENT EXPERTS
ADMINISTRATIVE AND CORPORATE SERVICES EXPERTS

	Agency: Directorate: Unit: Reference: Number of available posts: Category Place of secondment: Deadline to apply: Duration of secondment:	SRB All SRB Directorates all SRB/SNE/2016/001 Approximately 10 Administrator (AD) Bruxelles, Belgium 05/07/2016 at 12:00 (midday) CET 2 years (renewable up to 2 years)
1	Nature of the tasks: <p>The SRB is still in its build-up phase and therefore is looking for experts in various areas to develop the relevant policies and procedures, and to support the setting up of the SRB and its cooperation with its stakeholders.</p> <p>PROFILE: Seconded National Experts will contribute to the overall mission and objectives of the SRB.</p> <p>Depending on the profile, they may be called to perform a wide range of tasks, including preparing the resolution plans of credit institutions; being involved in potential resolution schemes; contributing to the development of the policy stances of the SRB on resolution matters; designing guidance on resolution planning and policies and internal methodologies, as well as financial stability analysis; providing legal advice to SRB's management and staff; participating in the development of the SRF in order to achieve the SRB objectives as laid down in the SRM Regulation and other relevant legislative and non-legislative acts; contributing to all project phases, from the inception, definition of scope and user needs, to the planning, execution and evaluation of the project; contributing to the overall communications strategy of the SRB; supporting the organisational build-up and also the resolution readiness with project management experience; contributing and enhancing the overall internal and external communications strategy of the SRB.</p> <p>SNEs will be part of multi-disciplinary teams headed by Heads of Units in each SRB area of activity of the Agency.</p>	

TASKS: In close cooperation with the SRB staff members, Experts' tasks will include, amongst others, the tasks in one of the following areas:

a) Resolution:

- Assisting in the design of resolution plans, developing the resolution strategies based on analysing bank legal and operational structures, identifying critical services and functions and analysing bank capital and funding structures, assessing the extent to which credit institutions are resolvable, identifying barriers to their resolvability and, where necessary, devising an action plan to address any such barriers;
- Determining the minimum requirement for own funds and eligible liabilities (MREL) that would be subject to write down and conversion ("bail-in") powers that credit institutions will be required to maintain;
- Preparing decisions relating to resolution schemes and overseeing their implementation by the national resolution authorities; in this context, assessing the choice of resolution tools within the remit of minimising the use of the single resolution fund and achieving the other resolution objectives;
- Contributing to the definition of policy stances of the SRB on resolution matters;
- Analysing and assessing the viability, performance and sustainability of credit institutions, having regard to economic, regulatory or legal aspects;
- Performing economic / financial or legal analysis on resolution.
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b) Legal

- Conducting extensive legal research and providing legal advice on the interpretation of relevant legislation in respect of all tasks and responsibilities of the SRB, in particular, as regards resolution planning and preparation of resolution cases;
- Contributing to the development of proposals for draft decisions of the SRB and facilitating the decision-making process, advice on the legal basis for decision making and ensure proper follow-up;
- Participating in the establishment and maintenance of contacts with external lawyers where appropriate;
- Cooperating closely with experts and counterparts in EU Institutions (European Commission, European Parliament, European Council, European Central Bank), National Resolution Authorities and other stakeholders;
- Assisting and advising resolution units and management in case of litigation.

c) Financial Stability

- Analysis of financial stability issues to support resolution activities (e.g. identification of critical functions, impact of banks' failure on financial stability, potential contagion effects of bail-in, scenarios analysis for resolution planning, etc.);
- Development of analytical approaches and data bases for the financial stability analysis for resolution purposes;
- Monitoring of risks and vulnerabilities in the banking sector and of developments in financial markets; Analysing/monitoring financial markets, macro-prudential analyses on resolution issues;
- Cooperating with relevant institutions (NRAs, central banks, academia) on financial stability

issues relating to resolution.

d) Fund

- Contributing, in general, to the funding, rating or investment strategy of the SRF and, in particular, to the SRF's strategy for the portfolios emanating from the resolution procedures in which the SRF may be involved in accordance with the SRM Regulation;
- Contributing to the institutional and investor relationship management of the SRF;
- Reviewing and contributing to the drafting of SRF policies, guidelines and memo's in order to make sure that they are aligned with the SRB and SRM Regulation and other relevant legislative and non-legislative acts;
- Analysing and interpreting accounting information of the EU banking sector or of individual banking institutions with the aim of establishing a risk profile of the sector or of individual players;

e) Communications

- Contributing to the planning and execution of appropriate internal and external information and communications activities in order to build and maintain awareness of the SRB throughout the EU;
- Supporting the Communications team in the drafting of internal and external communication materials in consultation with other members of staff;
- Contributing to communication programmes and public relation events;
- Contributing to the editing and updating of the SRB intranet and website;
- Contributing to writing speeches and public communication documents.

f) Project management

- Contributing to all project phases, from the inception, definition of scope and user needs, to the planning, execution and evaluation of the projects in different business areas;
- Contributing to the project management of ICT projects related to the SRF activities;
- Performing, as a member of project team/s, requirements analysis with the stakeholders and translating these requirements into detailed technical specifications.

g) Administrative and Corporate Services

The real value added in Corporate could be someone to help the SRB in establishing and improving internal processes and supporting the SRB in developing its HR forward plan and budgetary processes. The selected SNE will provide support in policy and rules' implementation.

Recruitment

As a growing organisation, the SRB has an ambitious recruitment calendar and needs to develop its internal processes and procedures.

- Contributing to the development of the SRB's mid-term Staff Plan;
- Contributing to the improvement of the recruitment procedures of the SRB;
- Developing management information regarding the staffing needs of the SRB.

Organisational Development

- Supporting the SRB by working on a framework dedicated to the effectiveness of the organisation;
- Contributing to the development of organisational strategies for the SRB;
- Investigating and advising on the organisational culture within the SRB.

Procurement

- Assisting in the development and implementation of the SRB's procurement policies and procedures as well as timely, efficient and effective contract management, while ensuring that all relevant guidelines are adhered to;
- Assisting in the drafting and administering of calls for tender for the acquisition of products and services;
- Drawing up and regularly updating templates, guidelines, fact sheets, checklists and any other documents related to the procurement cycle.

IT

- Contributing to designing and developing the SRB's IT architecture;
- Contributing policy documents, such as the SRB's IT strategy and work plan;
- Participating in the preparation of SRM IT working group meetings.

For all profiles:

SNEs will be expected to perform any other duties as required by Line Management in the interest of the SRB.

2 Main qualifications:

a) Eligibility criteria

The following eligibility criteria are to be fulfilled by the candidate in order to be seconded to the SRB. Consequently, the candidate who does not fulfil one of them will be automatically eliminated from the selection process.

- Be employed by a public administration (either at central, federal or regional level) or a central bank of a Member State of the European Union;
- Professional experience: at least three years' experience in administrative, legal, economical, analytical; supervisory; communication functions which can be regarded as equivalent to those of function groups AD (in particular resolution and supervisory authorities);
- Seniority: the person must have worked for his/her employer on a permanent or contract basis for at least 12 months before his/her secondment and shall remain in the service of that employer throughout the period of secondment at least one year (as described in Art. 1 of the SNE decision);
- Language skills: thorough knowledge of one of the EU official languages and a satisfactory knowledge of another EU official language to the extent necessary for the performance of the duties. An SNE from a non-member country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his/her duties.

	<p>Education: University degree in business, finance, economics, law, journalism or any field relevant for the position.</p> <p>Language(s) necessary for the performance of duties: Since most of the work within the SRB will be performed in English, a fluent command of written and spoken English is required.</p>
	<p>Essential selection requirements:</p> <ul style="list-style-type: none"> • Suitability to perform the tasks related to one of the areas described in Section 1; • Professional experience in resolution, supervisory or regulatory processes, administration, fund, communications or project management; • Excellent analytical and problem-solving skills; • Good organisational skills; • Command of office equipment and applications (word processing, spread sheets, presentations, internet, etc.); • Ability to maintain accuracy and speed under pressure. <p>Advantageous selection requirements (depending on the area of interest, at least one of the requirements mentioned below is needed):</p> <ul style="list-style-type: none"> • Previous professional experience in a national supervisory or resolution authority of at least 3 years; • Professional experience in the banking sector; • Professional experience in the monitoring of financial markets' trends, in particular in the analysis of risks and vulnerabilities in the banking sector; • Professional experience in restructuring / resolution from a consultancy, bank or corporate finance function; • Professional experience in accounting, valuation, or stress testing gained in a consultancy firm, a bank or a public authority; • Professional experience in Fund contributions and/or investments and/or borrowing; • Good knowledge and experience with the use of communication principles and practices; • Experience in working in multicultural teams.
3	<p>Submission of applications and selection procedure</p>
	<p>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 <u>the Permanent Representation / Diplomatic Mission to the EU of their country</u>, which will forward the applications to the competent services of the SRB within the deadline fixed by the latter.</p> <p>Despite applications in French and German are accepted, the SRB strongly recommends that candidates send their CV in English, as this is the working language of the SRB. Not respecting this procedure or deadlines will automatically invalidate the application.</p> <p>Candidates are required not to add 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.</p> <p>Candidates will be informed of the follow-up of their application by the unit concerned.</p>

4	Conditions of the secondment
	<p>The secondment to the SRB will be governed by the SRB Decision laying down Rules on Secondment to the SRB of National Experts (SNE Decision). This decision is available on the SRB website.</p> <p>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.</p> <p>Unless for cost-free SNEs, allowances may be granted by the SRB to SNEs fulfilling the conditions provided for in Art. 17 of the SNE decision.</p> <p>During the secondment, SNEs are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.</p> <p>If any document is inexact, incomplete or missing, the secondment may be cancelled.</p>
5	Processing of personal data
	<p>The selection, secondment and termination of the secondment of a national expert requires the SRB (and the relevant services from the European Commission, such as DG HR, DG BUDG, PMO) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of the SRB.</p> <p>The data processing is subject to the SNE Decision as well as the 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 EU institutions and bodies and on the free movement of such data.</p> <p>Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts).</p> <p>Data subjects may exercise their right of access to data concerning them and the right to rectify such data by applying to the controller, in accordance with Article 13 of the Regulation on the processing of personal data. The candidate may send complaints to the European Data Protection Supervisor edps@edps.europa.eu.</p>