

VACANCY NOTICE

SECONDED NATIONAL EXPERT

The European Banking Authority (“the EBA”) is looking for:

Profile A: Policy Expert on crypto-assets, including issuance service provision, and policy in the Digital Finance (DF) Unit / Innovation, Conduct and Consumers (ICC) Department

Profile B: Supervisory Expert in the area of crypto-assts and/or the establishment of supervision functions in the Digital Finance (DF) Unit / Innovation, Conduct and Consumers (ICC) Department

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| Reference procedure | ICC DF SEC 8/2022 |
| Type of contract | Seconded National Expert (SNE) – Cost Free |
| Duration of contract | From 6 months to 4 years (flexible secondment) |
| Place of employment | Paris, France or off-site |
| Deadline for applications | 1 February 2023 at 12:00 noon Paris time |
| Estimated starting date | 1 April 2023 |
| Reserve list valid until (This reserve list may be used for the recruitment of similar profiles.) | 31 December 2023 |

WHAT IS THE EBA?

The EBA is an independent European Union Authority established on 1 January 2011 by Regulation (EU) No. 1093/2010 of the European Parliament and of the Council of 24 November 2010.¹

With a view to improving the functioning of the European Union internal market, the EBA contributes to ensuring a high quality, effective and consistent level of regulation and supervision in its areas of competence. It also promotes public values such as the stability of the financial system, the transparency of markets and financial products, and the protection of depositors and investors.

It works to prevent regulatory arbitrage and guarantee a level playing field, strengthens international supervisory coordination, promotes supervisory convergence and provides advice to the Union institutions in the areas of banking, payments and e-money regulation and supervision, and related corporate governance, auditing and financial reporting issues.

As an integral part of the European System of Financial Supervision (ESFS), the EBA works closely together with her sister authorities, the European Insurance and Occupational Pensions Authority (EIOPA) and the European Securities Market Authorities (ESMA), as well as the Joint Committee and the European Systemic Risk Board (ESRB). Further information on the EBA is available on the EBA website: www.eba.europa.eu.

¹ Regulation (EU) No 1093/2010 of the European Parliament and of the Council of 24 November 2010 establishing a European Supervisory Authority (European Banking Authority), amending Decision No 716/2009/EC and repealing Commission Decision 2009/78/EC (OJ L 331, 15.12.2010, p. 1) as last amended by Regulation (EU) 2018/1717 of the European Parliament and of the Council of 14 November 2018.

WHAT IS THE JOB ON OFFER?

Main purpose

The EBA is seeking suitable candidates on secondment², in particular:

- **Profile A:** a Policy expert in the area of crypto-assets to contribute to the development of guidelines and binding technical standards mandated by the forthcoming EU Markets in Crypto-assets Regulation (MiCA). Expertise should include sound knowledge of different kinds of crypto-asset products and services, key risks (including risks from the underlying technology), and familiarity with policy developments at the EU and international level.
- **Profile B:** a Supervisory Expert in the area of crypto-assets/financial sector supervision to provide support to the development of the supervision framework envisaged under MiCA, specifically for issuers of significant asset-referenced tokens and significant e-money tokens within the scope of the EBA's supervision. Expertise should include sound knowledge of supervisory processes and tools, preferably in the crypto-asset sector.

Main responsibilities

- **Profile A:**
 - ✓ Preparing policy stances and providing policy advice in his/her area of expertise;
 - ✓ Providing support to internal committees and subgroups and their chairpersons;
 - ✓ Ensuring the timely completion of guidelines and binding technical standards in conformity with agreed processes and quality standards in his/her area of expertise;
 - ✓ Representing the EBA on a technical level in his/her area of expertise;
 - ✓ Facilitating external consultations, implementation studies, training and impact assessments for the respective guidelines and binding technical standards;
 - ✓ Cooperating and coordinating with the other European Supervisory Authorities (ESAs);
 - ✓ Contributing to the development of EBA policies and methodologies on which to base supervision tasks as mandated by MiCA;
 - ✓ Performing other duties according to the needs and priorities of EBA.
- **Profile B:**
 - ✓ Preparing policy stances and providing policy advice in the area of crypto-asset supervision;
 - ✓ Contributing to the development of the supervision framework for issuers of significant asset-referenced tokens and significant e-money tokens, including supervision model planning, forms, templates, methodologies and arrangements for supervisory colleges required to be established under MiCA;
 - ✓ Providing support to internal committees and subgroups and their chairpersons;
 - ✓ Representing the EBA on a technical level in his/her area of expertise;
 - ✓ Facilitating external consultations and stakeholders' interaction and training for the respective guidelines and binding technical standards;
 - ✓ Cooperating and coordinating with the other European Supervisory Authorities (ESAs);
 - ✓ Performing other duties according to the needs and priorities of EBA.

² EBA DC 304 - Decision of the Management Board on Secondment of National Experts of 13 December 2019.

WHAT WE OFFER YOU?

The EBA is an equal opportunities employer and encourages applications from all suitably qualified candidates without any distinction on grounds of age, gender, sexual orientation, impairment and disability, ethnic or social origin, religion or belief. All EBA staff is committed to fostering an open and inclusive environment. Please have a look at our [Factsheet on gender equality at the EBA](#).

As part of the EBA team, you will play an active role in an organisation that makes a difference to the lives of all the EU citizens/consumers by contributing to financial stability across the EU and safeguarding the integrity, efficiency, and orderly functioning of the EU banking sector.

You will have the opportunity to change perspectives, to expand your network, to benefit from a first-hand experience in a multinational and multicultural environment and to develop new skills that you can bring back to your organization. Your secondment will also contribute to further enhance the cooperation between the EBA and your organization.

Furthermore, you will be joining the EBA at an exciting time as the Authority expanded its mandate with the implementation of the EU Digital Operational Resilience Act (DORA) and European Markets in Crypto-Assets Regulation (MICA).

You will live in Paris or may choose to work off-site during the period of the secondment. The French capital is one of the most inspiring cities in Europe offering you a vivid cultural and culinary experience, architectural and museum richness, sparkling monuments such as the Eiffel Tower, top designer shops, sprinkled lovely parks, being a walkable and well-connected city with the proximity to other countries in Europe.

The EBA is in La Défense area (the major business district), 20 avenue André Prothin, 92400, Courbevoie, France (Floors 24 to 27 of the EUROPLAZA tower).

You will have the possibility to get flexible secondment duration from 6 months up to 4 years, depending on your needs. You will benefit from teleworking, work-life balance conditions, learning and development opportunities such as French language course, social integration and the European school facilities.

You will remain in the service of your employer throughout the period of secondment. The SNE's employer shall thus undertake to continue to pay the salary, to maintain the social rights, particularly social security and pension. In accordance with article 2 of the EBA Decision on secondment of national experts you will be regarded as "cost-free SNE".

WHAT ARE THE SELECTION REQUIREMENTS?

To be considered eligible, candidates must satisfy all the criteria listed below, by the deadline for submitting applications:

1. Eligibility Criteria

1.1 General

- Be a national of a Member State of the European Union, of an European Free Trade Association Member State (Iceland, Liechtenstein, Norway, and Switzerland), or a country with which the Council has decided to open accession negotiations and which has concluded a specific agreement on staff secondments;

- Have an excellent knowledge³ of English⁴ and a satisfactory knowledge⁵ of another European Union language⁶;
- Be employed by a) a member of the ESFS (as specified in Article 2 of Regulation (EU) no. 1093/2010), b) a country with which the Council has decided to open accession negotiations and which has concluded a specific agreement on staff secondments for participation in EBA's work within the meaning of Article 75 of the Regulation, c) a public intergovernmental organisation, who are seconded to EBA so that it can use their expertise in a particular field⁷;
- Have worked for their employer on a permanent or contract basis for at least 12 months before their secondment.

1.2 Specific

1.2.1 Qualifications⁸

To be eligible, candidates must have a level of education which corresponds to completed university studies of at least three years attested by a diploma.

1.2.2 Professional experience

In addition to the above, candidates must have at least three years of proven fulltime professional experience after completing the education as mentioned under section 1.2.1 of the vacancy notice in one of the following areas: administrative, legal, scientific, technical, advisory or supervisory functions.

The work experience for eligibility purposes is counted from the award of diploma up to the closing date of applications.

2. Selection criteria

Applications for both profiles (A and B) will be assessed based on the Eligibility and Selection Criteria specified in sections 1 and 2 of this vacancy notice. **Candidates are required to clearly indicate in their CVs how they are meeting the selection criteria mentioned below and give specific examples.**

Technical competencies criteria (to be mainly assessed in the application):

- Suitability to perform the tasks as defined under "Main responsibilities" section, in particular:
 - For profile A: knowledge of international policy developments in the area of crypto-assets.
 - For profile B: experience of supervising the crypto-asset or e-money, payments or banking sector.
- Proven experience in drafting high quality documents (e.g.: policy and/or supervisory stances, reports, regulations, etc);

³ The knowledge is required at least at C1 level. The assessment at C1 level is done in accordance with the Common European Framework of Reference for Languages (CEFR).

⁴ English is the working language of the EBA. Decision EBA DC 003 of the Management Board on Internal Language Arrangements.

⁵ The knowledge is required at least at B2 level. The assessment at B2 level is done in accordance with the Common European Framework of Reference for Languages (CEFR). Native English speakers will be tested to prove their second language skills.

⁶ The official languages of the European Union are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish.

⁷ In accordance with Article 1 paragraph 2 of the EBA Decision on Secondment of National Experts, the Executive Director of EBA may, on a case-by-case basis, authorise the secondment of an SNE from another employer if the interests of EBA warrant bringing in specific expertise as a temporary measure.

⁸ Only qualifications awarded by EU Member State authorities or European Economic Area (EEA) authorities or qualifications recognised as equivalent by the relevant authorities will be taken into consideration. If the main studies took place outside the European Union, the candidate's qualification must have been recognised by a body delegated officially for the purpose by one of the European Union Members States (such as a national Ministry of Education) and a document attesting so must be submitted with the application by the closing date.

- Good knowledge of the main EU initiatives on the digitalisation of financial markets.

Behavioural competencies criteria *(to be mainly assessed during the interview):*

- Ability to take initiative and to work under time pressure;
- Ability to negotiate and to coordinate different views and stakeholders;
- Flexibility to take on new tasks in a dynamic and fast-paced institutional environment;
- Good team-player with strong inter-personal skills;
- Excellent communication skills.

HOW TO APPLY?

Applications including a **curriculum vitae in the Europass format⁹**, a **motivation letter**, and a **completed eligibility criteria grid, dated and signed**, and a **statement of the employer issued by the applicant's employer** supporting his/her application for a position on secondment before the deadline should be submitted in English to the following address: EBA-Applications@eba.europa.eu **by 1 February 2023 at 12.00 noon Paris time. Please indicate in the subject of your email: the reference number of this selection, your name and surname and the chosen Profile (A or B).**

Exact start and end dates of all professional experience (in the format of "dd/mm/yyyy") and whether full time or part time work must be clearly indicated on the curriculum vitae. Freelance or self-employed candidates must provide either a copy of the entry in the relevant trade register, or any official document (for example a tax return document) showing clearly the length of the relevant professional experience. Details of any professional experience, training, research or studies must be given on the application form. Candidates must be able to provide of supporting documents clearly showing duration and nature of experience upon request.

Professional experience indicated on the curriculum vitae is only counted from the time the candidate obtained the certificate or diploma required for the position and if it is on a paid basis (including study grants or internship grants). PhDs may be counted as professional experience if the candidate received a study grant or salary during the period of the PhD studies. The maximum duration counted for a PhD is three years provided that the PhD has been successfully concluded by the closing date for applications of the selection procedure.

The address indicated on the curriculum vitae will be used as the location from which the candidates invited to interviews travel.

At this stage, please do not send supporting documents (copies of ID cards, passports, diplomas, etc.) unless it is to demonstrate the recognition of your qualification within the EU, if applicable, (see footnote 8).

Only complete applications will be accepted and considered. In order for the application to be considered complete candidates must send all documents: curriculum vitae in the Europass format, motivation letter, eligibility criteria grid dated and signed, a copy of the document formally recognising your qualification within the EU, if applicable, (see footnote 8) before the deadline and a **statement of the employer issued by the applicant's employer** (as defined in section 1.1. of the vacancy notice, fourth bullet point) and supporting his/her application for a position on secondment before the deadline.

EBA will disregard any application received after deadline. Candidates are strongly advised not to wait until the last day to submit their applications, since heavy internet traffic or fault with the internet connection could lead to difficulties in submission. The EBA cannot be held responsible for any delay due to such difficulties.

⁹ <https://eba.europa.eu/about-us/careers/practical-information>.

Candidates should also check and assess before submitting their application whether they fulfil all the requirements as specified in the vacancy notice (particularly in terms of relevant qualifications and professional experience).

WHAT IS THE SELECTION PROCEDURE?

A **selection committee**¹⁰ will be established to analyse the application documents (curriculum vitae, motivation letter, and eligibility criteria grid) of applicants with reference to the eligibility and selection criteria and will establish a shortlist. Shortlisted candidates will be invited to interviews and (if decided by the selection committee) to written tests. Interviews and written tests may possibly be held remotely.

The interview will aim to assess the motivation, the professional knowledge and the behavioural competencies of the candidates as well as their suitability to perform the duties mentioned under main responsibilities. The interview will be held in English. The total mark for the interview: 10 points. The minimum score to pass: 6 points.

If written tests are organised, they will be carried out in English and will be related to the job and designed to test the ability to communicate in written English, knowledge and competencies of the job and drafting skills. Total mark for written test: 10 points. The minimum score to pass: 6 points.

Successful candidates with a total score equal to and above 12 points (in case of interview and written test) or 6 points (in case of interview only) will be placed on the reserve list, which will be valid until **31 December 2023**. It may be renewed. Inclusion on the reserve list does not guarantee recruitment. The successful candidate will be selected from the established reserve list which may also be used for the recruitment of similar profiles depending on the needs of the EBA. When a position becomes available, candidates on the reserve list may be contacted for an additional interview.

Please note that the selection committee's work and deliberations are strictly confidential and that any contact with its members is strictly forbidden. Any contact made by the candidates or third parties to influence the members of the selection committee in relation to the selection constitutes grounds for disqualification from the selection procedure.

EBA will ensure that **candidates' personal data** are processed as required by Regulation (EU) 2018/1725¹¹. This applies in particular to the confidentiality and security of such data.

WHAT IF IN CASE OF COMPLAINT AND APPEAL?

Candidates who consider that their interests have been prejudiced by any decision related to the selection procedure can take the following actions:

1. Request for review of the decisions taken by the Selection Committee: within ten days of the date of the letter notifying the candidate of a decision taken by the Selection Committee, he/she may submit a written request for a review of such a decision, setting out the reasons for the request, to the following e-mail address: vacancies@eba.europa.eu.

¹⁰ Candidates invited to interviews and possible written tests shall be informed of the composition of the selection committee in the invitation.

¹¹ 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 (OJ L 295, 21.11.2018, p. 39).

2. Appeals:

a) The candidate may lodge a complaint under Article 90(2) of the Staff Regulations within the time limits provided for, at the following address:

The Executive Director
European Banking Authority
Selection procedure: **Ref. ICC DF SEC 8/2022**
DEFENSE 4 – EUROPLAZA
20 Avenue André Prothin
CS 30154
92927 Paris La Défense CEDEX
France

b) The candidate can submit a judicial appeal to the General Court under Article 270 of the Treaty on the Functioning of the European Union and Article 91 of the Staff Regulations. For details of how to submit an appeal, please consult the website of the General Court: <http://curia.europa.eu/>

3. Complaint to the European Ombudsman: It is also possible to lodge a complaint to the European Ombudsman pursuant to Article 228(1) of the Treaty on the Functioning of the European Union and in accordance with the conditions laid down in the Decision of the European Parliament of 9 March 1994 on the Staff Regulations and the general conditions governing the performance of the European Ombudsman's duties¹². For details of how to lodge a complaint, please consult the website of the European Ombudsman: <http://www.ombudsman.europa.eu/>

Please note that complaints made to the European Ombudsman have no suspensive effect on the period laid down in Articles 90(2) and 91 of the Staff Regulations for lodging, respectively, a complaint or an appeal with the General Court. Furthermore, under Article 2(4) of the general conditions governing the performance of the European Ombudsman's duties, any complaint lodged with the European Ombudsman must be preceded by the appropriate administrative approaches to the institutions and bodies concerned.

¹² OJ L 113 of 4 May 1994.