



6 June 2016

## **STAFF VACANCIES**

Ref. 1616SNE06

The European Insurance and Occupational Pensions Authority (EIOPA) is an independent advisory body to the European Parliament, the Council of the European Union and the European Commission that was established on 1 January 2011.

EIOPA is at the heart of insurance and occupational pensions' supervision in the European Union. It is part of the European System of Financial Supervision (ESFS) which includes also the European Banking Authority (EBA), the European Securities and Markets Authority (ESMA) and the European Systemic Risk Board (ESRB).

EIOPA's core responsibilities are to support the stability of the financial system, transparency of markets and financial products as well as the protection of insurance policyholders, pension scheme members and their beneficiaries.

Further information on EIOPA is available on EIOPA's website: <https://eiopa.europa.eu/>

For its offices in Frankfurt am Main, Germany, EIOPA is currently inviting applications for a position as

### **Seconded National Expert in Package Retail and Insurance-based Investment Products (PRIIPs)**

#### **Job description**

##### Major purpose

The successful candidate will, as a member of the Cross-Sectoral and Consumer Protection Unit, work together with the rest of the unit members on topics relevant to the Unit, mainly focusing on providing advice on the implementation of legislative proposals on the disclosure and sale of retail investment products.

##### Main responsibilities

- Drafting policy assessments, proposals for internal and external purposes;
- Researching supervisory issues using various sources of information;
- Contributing to regulatory technical standards (RTSs) and advice on delegated acts, where relevant;

- Contributing to supervisory convergence work and work on the preparation of guidelines and/or guidance on the implementation of RTSS;
- Liaising and participating in the activities of relevant Working Groups including coordination of sub-groups, preparation of reports, discussion Notes, etc.;
- Liaising with internal and external stakeholders (EIOPA staff members, EIOPA Working Groups and Committees, national supervisory authorities, European Supervisory Authorities, industry and consumer representatives, etc.);
- Any other tasks as required.

## **REQUIREMENTS**

### Eligibility Criteria

- Thorough knowledge of one of the languages of the Communities and a satisfactory knowledge of another language of the Communities;
- Be a national of a Member State of the European Union, Norway, Iceland or Liechtenstein;
- Be entitled to his or her full rights as a citizen;<sup>1</sup>
- Have fulfilled any obligations imposed by the applicable laws on military service;
- Be physically fit to perform the duties linked to the post.<sup>2</sup>

### Essential Skills

- Qualification:
  - a) a level of education which corresponds to completed university studies, preferably in Law, Economics or Political Science or a related field attested by a diploma, when the normal period of university education is four years or more;
  - or
  - b) a level of education which corresponds to completed university studies, preferably in Law, Economics or Political Science or a related field attested by a diploma and

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<sup>1</sup> Prior to the appointment, the successful candidate will be asked to provide a Police certificate confirming the absence of any criminal record.

<sup>2</sup> Before being engaged, a candidate shall be medically examined by one of the institution's medical officers in order that the institution may be satisfied that he fulfils the requirements of Article 12 (2)(d) of the Conditions of Employment of Other Servants of the European Communities.

appropriate professional experience of at least one year, when the normal period of university education is at least three years.

- Have at least three years of proven full-time professional experience in a field relevant for this position acquired after the qualification required under a) or b) above;
- Knowledge of EU insurance and/or financial services law, preferably in the area of consumer protection;
- Proven experience in drafting documents for the purposes of decision-making;
- Very good command of oral and written English;
- Good knowledge of MS Office, in particular Word, Excel and PowerPoint.

#### Desirable Skills

- Proven work experience in a multicultural environment;
- Proven experience in working on policy on disclosure to consumers in insurance services;
- Proven work experience in a public institution or a trade association e.g. Consumer association, dealing with consumer protection policy issues;
- Proven work experience in the insurance and/or pensions industry;
- Experience of working in or with EU institutions and international Committees;
- Experience in or knowledge of research into consumer behaviours;
- Knowledge of a third EU language.

For the above position, the following behavioural competencies have to be fulfilled:

- Flexibility in terms of openness to taking over other tasks within EIOPA in view of the dynamic and evolving institutional environment;
- Excellent team player sharing relevant information and supporting team members without taking over responsibility for their work, able to work in different teams with different levels of stakeholders in a multicultural environment;
- Being able to have and express a critical view towards own performance and open to learn from experience;
- Effectively transfers ideas to others and ensures mutual comprehension on both ends;

- Finds common ground/points of agreement by skilfully handling difficult situations with both external and internal groups;
- Uses diplomacy and tact when dealing with other parties.

**Place of employment**

Frankfurt am Main, Germany

**Start date**

16 August 2016

**Contract type and duration**

The position will be offered to the successful candidate as a secondment from a national supervisory authority for a period of one year while the home authority will remain as the employer.

According to EIOPA decision laying down rules on the secondment of national experts to EIOPA, the seconded national experts (SNEs) are staff employed by a member of the European System of Financial Supervision or by a public intergovernmental organisation. In individual cases, SNEs may be accepted from other employers referred to in the decision.

The person to be seconded 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. The SNE's employer shall thus undertake to continue to pay the salary, to maintain the social rights, particularly social security and pension.

**Conditions of secondment**

In accordance with EIOPA decision laying down rules on the secondment of national experts to EIOPA, a SNE shall be entitled to a daily subsistence allowance equal to the amount established by the Commission each year and a monthly subsistence allowance paid by EIOPA throughout the period of secondment.

**Application process**

The recruitment process will include a panel interview and a written test. In addition, there may be a pre-screening exercise.

Applications should be submitted in **English language** including:

(1) **Curriculum Vitae** clearly indicating (among all):

**-Qualifications** (please list exact dates of your academic qualifications gained)

**-Responsibilities, experience and skills** gained in previous positions (please list exact dates of your work experience gained)

**-Nationality/Citizenship**

**-Language skills**

and

(2) **Motivation Letter** of no more than one page, explaining why you are interested in the post and what would be your added value you would bring to EIOPA if selected.

Applicants will be assessed on the basis of the eligibility and selection criteria specified in the vacancy notice and these must be met by the closing date of the vacancy notice.

**Applications should be submitted to [recruitment@eiopa.europa.eu](mailto:recruitment@eiopa.europa.eu), specifying in the subject the reference number above. Deadline for application is **23:59 CET on 26 June 2016**.**