

INTER-AGENCY JOB MOBILITY
Budget Officer (ref. S3JU/IAJM/VN226)
TA2(f) – Administrator - grade bracket AD5 to AD7

Specific Declaration of Honor
Eligibility & Selection Criteria Grid

Last name:

First name:

Nationality:

Gender:

Employer:

Current grading: **AD5** ☐ **AD6** ☐ **AD7** ☐

A. Eligibility criteria

- (1) A level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years **YES / NO**
- (2) Currently a Temporary Agent 2(f) staff who, on the closing date for application and on the day of filling the vacant post, is employed within the candidate's current agency in a grade corresponding to the published grade (AD5 – AD7) **YES / NO**
- (3) At least two years' service within the candidate's current agency (including Executive Agencies, Decentralised Agencies and Joint Undertakings) before moving **YES / NO**
- (4) Thorough knowledge as well as command of English and a satisfactory knowledge of another language of the European Union to the extent necessary for the performance of his/her duties are mandatory: **YES / NO**
- (5) I am a national of a Member State of the European Union: **YES / NO**
- (6) I am entitled to my full rights as citizen: **YES / NO**
- (7) I have fulfilled any obligations imposed by the applicable laws concerning military service: **YES / NO / NA**
- (8) I am physically fit to perform the duties linked to the post: **YES / NO**

B. Selection Criteria

(YES/NO - 1 = slight; 2 = good; 3 = very good; 4 = excellent)

1. Hands-on proven experience in the identified accountabilities in the domain of Business Administration, Finance or Economics in an EU institutional environment **1 / 2 / 3 / 4**
2. Knowledge of financial management and/or budgetary processes **1 / 2 / 3 / 4**

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| 3. Knowledge in the interpretation and implementation of the EU Financial Regulation and its implementing rules | 1 / 2 / 3 / 4 |
| 4. Knowledge of ABAC/SUMMA_(Workflow, Accounting, Data Warehouse,...) | 1 / 2 / 3 / 4 |
| 5. Experience in financial reporting and data-processing (e.g. Business Objects) | 1 / 2 / 3 / 4 |
| 6. Knowledge of the European Institutional domain and its different Financial Frameworks (HE, H2020, CEF, assigned revenues) | 1 / 2 / 3 / 4 |
| 7. Knowledge of Horizon Europe rules, processes and tools (Compass/Sygma) | 1 / 2 / 3 / 4 |
| 8. Knowledge of a third official European language, French in particular | 1 / 2 / 3 / 4 |
| 9. University degree in the domain of Business Administration, Finance or Economics | YES/NO |

C. Please specify how you learned about this vacancy notice:

SESAR website	YES / NO
EUAN website	YES / NO
EPSO website	YES / NO
Other (please specify)	

Date

Signature
