



EUROPEAN COMMISSION

Job Description Form

Job description version5 (*Approved*)
Job description version351881 in *INTPA.E.6*
Valid from01/07/2024until

Job Holder

Name

Job Profile

Position

CONTRACT AGENT FGIV

Job title

Programme Manager - Risk Officer

Domains

Generic domain

INTERNATIONAL COOPERATION and DEVELOPMENT

Intermediate domain

Specific domain

FINANCIAL INSTRUMENTS and INSTITUTIONS, incl BANKING

Sensitive job

No

Overall purpose

Contribute to the design and implementation of budgetary guarantees and financial instruments financed from the EU budget, including those contributing to Global Gateway, in particular the European Fund for Sustainable Development (EFSD) as well as the EFSD+ and its External Action Guarantee (EAG). Ensure effective risk management for the implementation of the EFSD+ and the new EAG, with special emphasis on the quantitative and credit risk related aspects of guarantee instruments and investment programmes in INTPA and NEAR regions.

Legal disclaimer

Please note that as per article 80 of the Conditions of Employment of other Servants of the European Union the work of all Function Groups of Contract Agents should take place under the supervision of an official or a temporary agent.

Functions and duties

+ PROGRAM / PROCESS / PROJECT MANAGEMENT

- *Contribute to the management of budgetary guarantees and financial instruments financed from the EU budget, notably under the EFSD and EFSD+.*
- *Contribute to the evaluation of the financing proposals submitted by the financial institutions, in line with the Commission's risk policy and sectoral/strategic priorities and in close consultation with the thematic/geographic services.*
- *Prepare documentation for presentation to the relevant Technical Assessment Meetings (TAM) and Operational Board meetings.*
- *Contribute to the preparation and follow-up of financing decisions in as far as risk-related aspects are concerned.*
- *Contribute to the preparation and negotiation of financing agreements with financial institutions benefiting from EU support in as far as risk-related aspects are concerned.*
- *Support general reporting and monitoring of EFSD Guarantee and EAG as set by the relevant provisions in the EFSD and NDICI Regulations.*

+ TECHNICAL ANALYSIS and ADVICE

- *Contribute to the development of the Commission's risk management framework and its implementation under the EFSD and the EFSD+, being a contributor to Global Gateway objectives.*
- *Contribute to the assessment of the expected risk profile of guarantees, both for individual programmes and in relation to the overall exposure of the EFSD guarantee and the EAG.*
- *Assist and advise operational units in the spirit of co-creation on guarantee structures and remuneration, based on the Commission's risk policy and pricing principles.*
- *Monitor the evolution of the risk profile of the underlying exposures that benefit from an EU guarantee as well as of the entire portfolios covered by the EFSD Guarantee and EAG.*
- *Advise on the adequacy of the budgetary provisioning as well as on liquidity needs. Perform scenario analysis and stress testing of the economic capital.*
- *Contribute to the preparation of methodological tools for the development, management and monitoring of projects (e.g. manuals, guidelines, templates) and to the development of training actions.*

+ INTERNAL MANAGEMENT and COORDINATION (DG/Service/Company)

- *Prepare draft answers to emails, letters, Parliamentary questions, information requests etc. related to areas falling under the responsibility of the Unit.*
- *Contribute to inter-service consultations on matters falling under the responsibility of the Unit.*
- *Launch and monitor external and/or internal studies or evaluations on matters falling under the responsibility of the Unit.*
- *Deliver presentations on matters falling under the responsibility of the Unit.*

Job requirements

Experience"

+ ECONOMICS, PROGRAM / PROCESS / PROJECT MANAGEMENT, BUDGET and FINANCE

Job-Related experience: at least 3 years

Qualifier: essential

The job requires a highly qualified professional with a background in economics, and/or business finance. Experience in credit analysis and risk assessment/rating/pricing would be an advantage.

Areas: economy, finance, statistics, project management

Languages

	Listening	Reading	Spoken interaction	Spoken production	Writing
English	C1	C1	C1	C1	C1

06/05/2024

Listening

Reading

Spoken
interaction

Spoken
production

Writing

Knowledge

- *ECONOMICS*
- *FINANCIAL INSTRUMENTS and INSTITUTIONS, incl BANKING*
FINANCIAL INSTITUTIONS and INSTRUMENTS
Financial instruments
- *BUDGET, FINANCE, CONTRACTS and ACCOUNTING*
FINANCE, FINANCIAL ENGINEERING and SERVICES
Value and risk analysis of financial instruments
BUDGET and FINANCE
Financial regulation and procedures

Competences

- *Communicating*
- *Delivering Quality and Results*
- *Prioritising and Organising*
- *Working with Others*

Job Environment

Organisational entity

Presentation of the entity:

Job related issues

- Atypical working hours
- Specialised Job

Missions

- Frequent, i.e. 2 or more missions / month
- Long duration, i.e. missions lasting more than a week

Comments:

Workplace, health & safety related issues

- Noisy environment
- Physical effort / materials handling
- Work with chemicals / biological materials
- Radioprotection area
- Use of personal protective equipment
- Other

Comments:

Other

Comments: