

Vacancy Notice

ECHO.E.2 – Programming, Control & Reporting

External Auditor

Contract Agent: FG IV

BRUSSELS (Belgium)

Job available: 01/10/2024

Deadline for application: 01/08/2024 (by noon), Brussels time

Job ID: 454309

We are:

ECHO E2 manages the horizontal processes related to the preparation and implementation of the budget, strategic planning, budgetary reporting, internal control, compliance and assurance processes, risk management, anti-fraud strategy, prevention of sexual exploitation, abuse and harassment, DG ECHO external audits and their follow-up, as well as the discharge in cooperation with operational units and central services (SG, BUDG, IAS, OLAF).

The unit is in the lead for relations with European Court of Auditors, and the budget authority (European Parliament – COBU, CONT – or Council Committees). The unit is also responsible for the coordination of the ABM/SPP cycle (AMP, AAR, etc.), the annual humanitarian aid report, the World Wide Decision (WWD) and the operational priorities (GGOPHA).

In addition, it is in charge of strengthening DG ECHO's overall evidence-based capacity. This includes methodologies for humanitarian needs assessment and funding allocations. The unit develops methodologies to measure the impact and cost-effectiveness of humanitarian aid and civil protection operations.

ECHO.E.2.001 External Audit

The sector is overall responsible for external audits on ECHO funding with a view to provide adequate input to ECHO Annual Activity Report. It coordinates the work on the establishment of audit methodologies and strategies, and yearly audit plans. It is also responsible for DG ECHO audit framework contract and its implementation. The sector is also leading the work on audit components of pillar assessments and certification process for DG ECHO partners.

We propose:

We offer a challenging position in carrying out audits of ECHO partners, grants and ECHO field offices to control the correctness of the funds spent under the Humanitarian Aid and Civil

Protection budget. The work also involves contributing to continuously improve the audit strategy, plans, methodology as well as the overall efficiency of the process and implement the Audit strategy and the Audit plan, in accordance with recognised audit standards. One of the main responsibilities would be also to review the audit reports and follow up on the implementation of the audit recommendations and support the geographical desks in charge of the relevant countries with his/her relevant audit experience.

We look for:

We are looking for a dynamic and flexible colleague with an eye for detail to join our audit sector. Candidates for the post of External Auditor must be highly motivated and have:

The ability to conceptualise problems, identify & implement solutions;

The ability to deliver quality and results;

The ability to work well in a team;

A prior solid experience of at least 3 years in external audit, control and inspection;

Excellent command of written and spoken English, good command in French; the willingness to travel.

Recruitment Policy:

Please note the following conditions in order to be an eligible candidate:

- You have passed an EPSO CAST in the required functional group (CA FG IV)

or

- You must be enrolled in the application below in the required functional group (CA FG IV)

Register your application in 'CAST Permanent' for Contract Agents - it is open for registration since 5 January 2017 and there is no deadline for submitting applications –

<https://epso.europa.eu/en/job-opportunities/open-for-application>

- You have completed university studies of at least three years attested by a diploma
- You must have an EU citizenship

After the selection based on the CVs, the selected candidates will be invited for an interview.

Candidates should be aware that, due to the nature of DG ECHO's mandate, the DG must be able to respond rapidly in times of crisis. A flexible approach is therefore necessary with respect to responsibilities, sometimes involving temporary reassignment to a different operational unit.

How to apply:

The candidates should send their CV with a one-page motivation letter (both in pdf format) to the functional mailbox **ECHO-E2@ec.europa.eu** within the deadline, **indicating clearly in the subject field** the name of the ECHO unit concerned, i.e. **ECHO.E2** and the title of the position. Candidates should also **clearly indicate their EPSO CAST number**.

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