



## EUROPEAN COMMISSION

### Job Description Form

Job description version2 (*Active*)  
Job description version450197 in NEAR.A.5  
Valid from11/07/2024until

#### Job Holder

**Name**

#### Job Profile

**Position**

CONTRACT AGENT FGIV

**Job title**

Programme Manager

**Domains**

**Generic domain**

INTERNATIONAL COOPERATION and DEVELOPMENT

**Intermediate domain**

**Specific domain**

FINANCIAL INSTRUMENTS and INSTITUTIONS, incl BANKING

**Sensitive job**

No

**Overall purpose**

Contribute with risk analysis, credit risk modelling and monitoring to the design and implementation of EU budgetary guarantees, in particular the European Fund for Sustainable Development (EFSD) guarantee, the External Lending Mandate (ELM), the External Action Guarantee (EAG) and the Ukraine Guarantee established under the Ukraine Facility regulation, as well as relevant financial instruments under the European Fund for Sustainable Development Plus.

**Legal disclaimer**

## **Functions and duties**

### **+ PROGRAM / PROCESS / PROJECT MANAGEMENT**

- *Contribute to the management of budgetary guarantees and financial instruments supported from the EU budget under the EFSD, ELM, EFSD+ and the Ukraine Investment Framework.*
- *Provide support in the structuring, negotiations and contracting process with the relevant Finance Institution from a credit risk perspective*
- *Contribute to the assessment of the expected risk profile of guarantees, both for individual programmes and in relation to the overall exposure of EFSD guarantees, ELM guarantees, EFSD+ guarantees and the Ukraine Guarantee. Implement and contribute to enhancement of the credit risk model(s) used for this purpose*
- *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, the ELM, EFSD+ guarantees under the EAG and the Ukraine Guarantee*
- *Set up and implement accurate risk-related reporting and monitoring for the EFSD, ELM EFSD+ guarantees and the Ukraine Guarantee as required by the relevant provisions in the Financial Regulation and the respective basic acts. Contribute as appropriate to the Article 41.5 FR reporting exercise and related work streams*
- *Prepare technical analysis and documentation for EFSD+ Board meetings, Ukraine Investment Framework Steering Board meetings and related Technical Assessment Meetings and overall reporting requirements in as far as risk related aspects are concerned.*

### **+ TECHNICAL ANALYSIS and ADVICE**

- *Support EFSD+ and Ukraine Guarantee portfolio risk assessment, including contributing to developing relevant tools and methodologies*
- *Contribute to the development of the Commission's risk management framework and its implementation under the EFSD, the EFSD+ and the Ukraine Investment Framework*
- *Assist in structuring guarantee proposals and advise on guarantee remuneration, based on the Commission's risk policy and pricing principles.*
- *Contribute to monitoring the evolution of the risk profile of the EFSD+, EFSD and ELM Guarantee and the Ukraine Guarantee, based on the results provided by the credit risk model. 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 risk related assessment, monitoring and reporting on guarantee programmes (e.g. manuals, guidelines, templates) and to the development of training actions.*
- *Provide advice and assistance on matters relating to the area of activity in order to anticipate developments and/or to raise issues and prepare; draft briefings, speeches and/or speaking notes on related to areas falling under the responsibility of the Unit.*

### **+ 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.*
- *Contribute to development and delivery of training.*

## Job requirements

### Experience"

#### + PROGRAM / PROCESS / PROJECT MANAGEMENT

Job-Related experience: at least 3 years

Qualifier: essential

The job requires a highly qualified professional with a background in finance/economics, risk management and /or business. Experience in risk management, in particular credit analysis and risk assessment/rating/pricing would be a strong advantage. Experience in one or more of the areas listed, would be an asset: - Diversified experience (public / private sector, EU / developing countries) - Assessing and/or implementation of guarantee projects - Areas: economics, finance, statistics, risk assessment

### Languages

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

### 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*
- *AUDIT, CONTROL and INSPECTION*  
*RISK ANALYSIS*
- *PROGRAM / PROCESS / PROJECT MANAGEMENT*  
*GENERAL PROGRAM MANAGEMENT*  
*PROJECT MANAGEMENT*

### Competences

- *Communicating*  
*Capacity to communicate technical or specialised information*
- *Delivering Quality and Results*  
*Ability to work in a proactive and autonomous way*
- *Prioritising and Organising*  
*Capacity to deliver in a structured way*
- *Working with Others*  
*Ability to work in a team*

## 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:*

NEAR.A5. Jobholder to be put at the disposal of unit INTPA.E6 (joint NEAR/INTPA risk management unit)

**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:*