**Financial Officer (ref. VN224)**

**TA – AD 6**

**Declaration of Honor**

**Eligibility & Selection Criteria Grid**

|  |  |
| --- | --- |
| **Last name:** |  |
| **First name:** |  |
| **Nationality:** |  |
| **Gender:** |  |
|  |  |

**A. Eligibility criteria**

1. Minimum qualifications: a level of education which corresponds to completed university studies attested by a diploma in an appropriate field of study 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 in an appropriate field of study when the normal period of university education is three years and, after having obtained the university degree, at least one year of appropriate professional experience: **YES / NO**
2. Minimum professional experience: I have at least **3 years** of proven professional experience gained after obtaining the minimum qualifications required in a field related to the nature of the key accountabilities, preferably in an international research environment: **YES / NO**
3. Language skills: I have a thorough knowledge of one of the languages of the European Union and a satisfactory knowledge of another language of the European Union to the extent necessary for the performance of the duties:  **YES / NO**
4. I am a national of a Member State of the European Union:  **YES / NO**
5. I am entitled to my full rights as citizen:  **YES / NO**
6. I have fulfilled any obligations imposed by the applicable laws concerning military service:  **YES / NO / NA**
7. I am physically fit to perform the duties linked to the post:  **YES / NO**

**B. Selection Criteria**

(1 = slight; 2 = good; 3 = very good; 4 = excellent)

1. Experience in the identified accountabilities in the domain of Business Administration, Finance or Economics in a EU institutional environment: ² **1 /2 / 3 / 4**
2. Knowledge of accounting principles and rules (IPSAS, IAS or IFRS): **1 /2 / 3 / 4**
3. Knowledge of financial management and/or budgetary processes: **1 /2 / 3 / 4**
4. Knowledge in the interpretation and implementation of the EU Financial Regulation and its implementing rules: **1 /2 / 3 / 4**
5. Experience in financial reporting and data-processing (e.g. Business Objects): **1 /2 / 3 / 4**
6. Knowledge of ABAC (Workflow, Accounting, Data Warehouse, …): **1 /2 / 3 / 4**
7. Working knowledge of written and spoken English: **1 /2 / 3 / 4**
8. Capacity to deliver both in a client oriented and structured way and to command trust among peers: **1 /2 / 3 / 4**
9. Strong communication (written and oral) and presentation skills: **1 /2 / 3 / 4**
10. Knowledge of the European Institutional domain and its different Financial Frameworks (H2020, CEF, assigned revenues): **1 /2 / 3 / 4**
11. Knowledge of FP7 and/or Horizon 2020 rules, processes and tools (Compass/Sygma): **1 /2 / 3 / 4**
12. Knowledge and experience in accounting:  **1 /2 / 3 / 4**
13. Knowledge of another European Language, French in particular:  **1 /2 / 3 / 4**

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

SESAR website **YES / NO**

EPSO website **YES / NO**

Other (please specify) **…………….**

**Date Signature (mandatory)**