



Vacancy Notice

Seconded National Experts (Multiple Profiles)

REF.: ESMA/2022/VAC12/SNE

Type of contract	Seconded National Expert (SNE) ¹
Duration of contract	Flexible: starting from 6 months up to 4 years
Place of employment	Paris, France – office based
Publication date	26 August 2022
Deadline for applications	Open call without deadline
Available positions	Please consult this document

About ESMA

ESMA is an independent EU Authority that was established on 1 January 2011. ESMA's mission is to enhance investors' protection and promote stable and orderly financial markets. This mission is derived from ESMA's [founding Regulation](#) and encompasses three objectives:

- **Investor protection:** to have the needs of financial consumers better served and to reinforce their rights as investors while acknowledging their responsibilities;
- **Orderly markets:** to promote the integrity, transparency, efficiency, and well-functioning of financial markets and robust market infrastructures, and
- **Financial stability:** to strengthen the financial system in order to be capable of withstanding shocks and the unravelling of financial imbalances while fostering economic growth.

ESMA achieves these objectives through [four activities](#):

- assessing risks to investors, markets and financial stability;
- completing a single rulebook for EU financial markets;
- promoting supervisory convergence; and
- directly supervising specific financial entities.

ESMA achieves its mission within the European System of Financial Supervision (ESFS) through active co-operation with National Competent Authorities (in particular with securities market regulators) as well as with the European Banking Authority (EBA) and the European Insurance and Occupational Pensions Authority (EIOPA). ESMA has a unique position within the ESFS as it

¹ On the basis of the ESMA Management Board decision on secondment of national experts – ESMA/2014/MB/67: <https://www.esma.europa.eu/sites/default/files/library/2015/10/2014-mb-67.pdf> (hereafter: the SNE decision).



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focuses on the securities and financial markets dimension and the overarching European aspects of these objectives.

For further information, please refer to ESMA's website: <http://www.esma.europa.eu>

What do we offer?

Working at ESMA

You will have the opportunity to change perspective, bring your knowledge of the national context and gain experience from within the European Securities Markets Regulator. As a SNE, you will benefit from a first hand experience in a multinational and multicultural environment and develop new skills and competencies that you will then bring back to your organization. Your secondment will contribute to further enhance the cooperation between ESMA and your organization.

Moving to Paris

Moving to a new city can be a challenging experience, ESMA will help finding your new home in Paris and will support your integration in the French environment:

You will be entitled to the reimbursement of a relocation agent that will help you navigate the French real estate market and find a new home.

ESMA organises free French language classes in-house to cover levels from A1 to B2.

Flexible Secondment Duration

To get the best out of this experience we recommend a duration starting from 1 year up to 4 years. However, we will be flexible in accommodating your needs and those of the sending authority. In case you wish to apply for a shorter secondment (e.g. of 6 months), please mention this in your application.

Benefits

Unless you have worked or lived in France during the past 10 years, you will be entitled to a daily and a monthly allowance and to reimbursement of travel expenses at the start and the end of the secondment. For more information on benefits and working conditions please consult the [Decision of the Management Board on Secondment of National Experts](#) and refer to the information on daily and monthly allowances below.

ESMA also offers flexible working hours, training and development opportunities and contributes to the staff's expenses for the purchase of IT and home office equipment to ensure its staff has adequate equipment while teleworking.



Job framework and profile

ESMA would like to staff [Seconded National Expert \(SNE\) positions](#) and is constantly searching for a variety of profiles. The aim of this vacancy notice is to establish a pool of interested candidates for secondment positions linked to current and future workstreams.

With the recently established additional responsibilities for ESMA, there is a particular need to strengthen our supervisory related capabilities, to support our direct supervision and convergence activities, as well as to continue to benefit from other public administrations' experience in all regulatory and cross-cutting functions.

All candidates must be employed by a public administration/institution (see eligibility criteria below, part 3A) and should mention for which Department or for which workstreams they would like to apply. Please find [here](#) more information about each Departments' activities and here the [organigramme](#).

Selection Procedure

Candidates are selected on the basis of the eligibility criteria and of the Essential, Advantageous and Supplementary requirements.

Steps of the selection procedure:

1. Candidates submit their applications in English via the [e-Recruitment tool](#). Please find more information about the application process in the [Candidates Guidelines](#).
2. The applications are screened by HR against the eligibility criteria listed in this vacancy notice.
3. When a position becomes available, eligible applications will be provided to the hiring manager (Head of Unit/Department) for assessment against the selection criteria taking into account the candidates' preferences indicated in the application, their areas of expertise and their competencies.
4. The hiring manager will contact the candidates directly, perform phone or online interviews, check availability of candidates and discuss mutual expectations.
5. After the hiring manager selected a candidate, the candidate must receive a formal approval for the secondment from their sending authority/employer.
6. ESMA, the sending authority and the candidate will conclude an agreement to formalise the secondment.
7. Candidates, who were not selected after an interview remain in the pool of interested candidates for future secondment opportunities. We advise to update your application regularly to confirm your continued interest.

At ESMA we believe in diversity and inclusion. ESMA is an equal opportunity employer committed to providing a welcoming environment. We welcome applications from all qualified candidates,



irrespective of their age, gender, ethnicity or social origin, political or religious affiliation, disability or sexual orientation.

Required Qualifications and Experience

Who can apply?

To be considered eligible, candidates must satisfy all the **eligibility criteria** listed below:

- be employed by one of the following:
 - a member of the **European System of Financial Supervision (ESFS)**² (which includes in particular the national competent authorities that are part of ESMA, EI-OPA and EBA);
 - an **independent university or research organisation** which does not set out to make profits for redistribution;
 - a **public sector administration** (e.g. international organizations, government administrations, courts, central banks, local authorities etc.);
- have worked for their employer on a permanent or contract basis **for at least 12 months before their secondment** and shall remain in the service of that employer throughout the period of secondment.

ESMA is looking for:

We are looking for you if you meet the eligibility criteria above and if you have:

- At least three (3) years of work experience in one or more areas of ESMA' scope of competence (including support functions like Communication, HR, Finance and Procurement, Facility Management, Administrative and Legal support);
- Good command of English³;
- A strong motivation to join ESMA as a seconded expert and to contribute to its activities;
- Knowledge, as shown by education and/or professional experience, relevant for ESMA's current or emerging mandates;
- Very good organisation and prioritisation skills;
- Strong aptitude for team work;
- Strong communication skills and ability to communicate clearly and effectively with internal and external stakeholders.

Once you apply, your CV remains in our database and will be considered every time we have a position to fill that fits your profile. We plan to recruit multiple profiles, both for ESMA's core business and for support functions. The profiles are [listed and prioritised here](#), this list will be updated regularly. Feel free to apply even if you don't find an immediate fit for your profile when you apply.

² As specified in Article 2 of Regulation (EU) no 1095/2010 establishing the European Securities and Markets Authority
<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2010:331:0084:0119:EN:PDF>

³ At least B2 level, as in line with the Common European Framework of Reference for Languages.
<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

English: working language of ESMA.



Sending authority's obligations

During the secondment, the Seconded National Expert's (SNE) remains an employee of the sending administration which shall continue to be responsible for his/her salary and social rights, particularly social security and pension. The SNE shall maintain his/her administrative status throughout the period of secondment and his/her administration shall inform ESMA of any change in the SNE's situation in this regard.

Daily and monthly allowances paid by ESMA

The daily and monthly allowances are granted under the same conditions as the expatriation allowance for ESMA's staff⁴. Very simplified this means that they are granted to non French nationals who did not live in France in the last 6 years or to French nationals who lived outside of France in the last 10 years.

The allowances are intended to cover the SNE's living expenses in the place of secondment on a flat-rate basis and shall in no circumstances be considered as remuneration paid by ESMA.

- **Daily allowance including a correction coefficient for France:** 178.74 € per calendar day and
- **Monthly allowance**, based on the distance between the place of origin/of recruitment and the place of secondment (Paris).

Distance between the place of origin/of recruitment and Paris in km	Amount in € including the correction coefficient for France (118.7%)
0-150	0
>150	114.89 €
>300	204.24 €
>500	331.92 €
>800	536.18 €
>1300	842.57 €
>2000	1008.56 €

For further information on the SNE's conditions, please consult the Careers website of ESMA www.esma.europa.eu/about-esma/careers or contact vacancies@esma.europa.eu

⁴ Article 4 of Annex VII of the [Staff Regulations](#) and the provisions implementing this Article shall apply by analogy.