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**NOTICE OF VACANCY  
SECONDED NATIONAL EXPERTS TO THE EUROPEAN COMMISSION**

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| **Post identification:**  (DG-DIR-UNIT) | | **TAXUD-D-2** |
|  | **Directorate-General:**  **Directorate:**  **Unit:**  **Head of Unit:**  **Email address:**  **Telephone:** | **Taxation and Customs Union (TAXUD)**  **Direct Taxation, Tax Coordination, Economic Analysis and Evaluation (D)**  **D2 - Direct Tax Policy and Cooperation**  **Tom NEALE**  **Thomas.Neale@ec.europa.eu**  **+32 2 2954705** |
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|  | **Number of available posts:**  **Category:** | **1**  **Administrator (AD)** |
|  | **Suggested taking up duty:**  **Suggested initial duration:** | **3rd quarter 2017 [[1]](#footnote-1)**  **2 year(s)1** |
|  | **Place of secondment:** | **xx Brussels □ Luxembourg □ Other: ………..** |
|  | **Specificities** | **xx With allowances □ COST-FREE** |
| **This vacancy notice is also open to**  **□    the following EFTA countries :  □ Iceland □ Liechtenstein □ Norway □ Switzerland  □ EFTA-EEA In-Kind agreement  (Iceland, Liechtenstein, Norway) □    the following third countries: xx    the following intergovernmental organisations: OECD** |
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| **1** | **Nature of the tasks:** | |
|  | The mission of Unit D2 "Direct Tax Policy and Cooperation" is to develop and implement Company Taxation policies in line with the Treaty objectives and the needs of the Internal Market. This includes policies aimed at removing obstacles in the Internal Market and promoting transparency, exchange of information and fair tax competition within and beyond the EU. Actions include the preparation of policy documents such as Communications, traditional legislative work such as Directives and soft law initiatives.  We are currently looking for a person with several years' experience in the field of transfer pricing in order to assist in the unit's work as the Secretariat of the EU Joint Transfer Pricing Forum (EU JTPF). The incumbent will play a key role in the development of EU transfer pricing policy by working in particular on drafting technical working papers for the JTPF, on ongoing discussion subjects, monitoring of previous JTPF achievements (including follow-up work on the new Directive on dispute resolution, Codes of Conduct on the Arbitration Convention and Transfer Pricing documentation, APAs Guidelines). The work also includes assistance in the area of the Commission work on State Aid cases and other BEPS-related topics with a link to transfer pricing.  The incumbent may also have the opportunity to attend OECD meetings and to participate actively[[2]](#footnote-2) in different seminars or conferences. | |
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| **2** | **Main qualifications:** | |
|  | a) Eligibility criteria | |
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|  | The following eligibility criteria are to be fulfilled by the candidate in order to be seconded to the Commission. Consequently, the candidate who does not fulfil one of them will be automatically eliminated from the selection process.  • Professional experience : at least three years' experience in administrative, legal, scientific, technical, advisory or supervisory functions which can be regarded as equivalent to those of function groups AD;  • Seniority : at least one year by your employer, that is having worked for an eligible employer (as described in Art. 1 of the SNE decision) on a permanent or contract basis for at least 12 months before the secondment;  • Linguistic skills: thorough knowledge of one of the EU languages and a satisfactory knowledge of another EU language to the extent necessary for the performance of the duties. An SNE from a non-member country must produce evidence of a thorough knowledge of one EU language necessary for the performance of his duties. | |
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|  | b) Selection criteria | |
|  | * diploma: University diploma | |
|  | * professional experience: at least 2 years in the field of taxation * Knowledge of company taxation issues with a particular focus on transfer pricing. Excellent knowledge and experience in the field of transfer pricing, knowledge of the OECD Transfer Pricing Guidelines, a detailed knowledge of and practical experience of at least one Member State's company taxation system, including the consequences of economic double taxation. Knowledge of international accounting standards would also be useful. Experience in OECD and/or in a Competent Authority work would be an asset. * Successful candidates will be open-minded, will need good analytical, organisational, communication and drafting skills in English and will enjoy working in a team. * The successful candidate will need good analytical, organisational and communication/drafting skills and should be able to work under pressure in a multi-disciplinary team. He/she needs to be able to take a creative approach to solving complex tax technical issues. Candidates should consult the DG's web pages for further information: [http://ec.europa.eu/taxation\_customs/taxation/company\_tax/gen\_overview/index\_en.htm](http://ec.europa.eu/taxation_customs/taxation/company_tax/gen_overview/index_en.htmhttp:/ec.europa.eu/taxation_customs/taxation/company_tax/gen_overview/index_en.htm) * Candidates are requested to submit their CVs, together with a one page letter of motivation explaining their main interest and in particular how their qualifications and experience are relevant. | |
|  | * language(s) necessary for the performance of duties: An excellent knowledge of English is required, written and spoken, and knowledge of French and/or German would be an advantage | |
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| **3** | **Submission of applications and selection procedure** | |
|  | Candidates should send their application according to the **Europass CV format** (http://europass.cedefop.europa.eu/en/documents/curriculum-vitae) in English, French or German **only to the Permanent Representation / Diplomatic Mission to the EU of their country**, which will forward the applications to the competent services of the Commission within the deadline fixed by the latter. **Not respecting this procedure or deadlines will automatically invalidate the application.**  **Candidates are required not to add other documents** (such as copy of passport, copy of degrees or certificate of professional experience, etc). If necessary, these will be requested at a later stage. | |
|  | Candidates will be informed of the follow-up of their application by the unit concerned. | |
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| **4** | **Conditions of the secondment** | |
|  | The secondment will be governed by the **Commission Decision C(2008)6866 of 12/11/2008** laying down rules on the secondment to the Commission of national experts and national experts in professional training (SNE Decision). This decision is available on <http://ec.europa.eu/civil_service/job/sne/index_en.htm>.  The SNE will remain employed and remunerated by his/her employer during the secondment. He/she will equally remain covered by the national social security.  Unless for cost-free SNEs, allowances may be granted by the Commission to SNEs fulfilling the conditions provided for in Art. 17 of the SNE decision.  During the secondment, SNEs are subject to confidentiality, loyalty and absence of conflict of interest obligations, as provided for in Art. 6 and 7 of the SNE Decision.  If any document is inexact, incomplete or missing, the secondment may be cancelled. | |
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| **5** | **Processing of personal data** | |
|  | The selection, secondment and termination of the secondment of a national expert requires the Commission (the competent services of DG HR, DG BUDG, PMO and the DG concerned) to process personal data concerning the person to be seconded, under the responsibility of the Head of Unit of DG HR.B4. The data processing is subject to the SNE Decision as well as the Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data.  Data is kept by the competent services for 10 years after the secondment (2 years for not selected or not seconded experts).  Data subjects may exercise their right of access to data concerning them and the right to rectify such data by applying to the controller, in accordance with Article 13 of the Regulation on the processing of personal data. The candidate may send complaints to the European Data Protection Supervisor [edps@edps.europa.eu](mailto:edps@edps.europa.eu).  To the attention of candidates from third countries: your personal data can be used for necessary checks. More information is available on <http://ec.europa.eu/dgs/personnel_administration/security_en.htm>. | |
|  | Information on data protection for candidates to a JRC post is available on: <http://ec.europa.eu/dgs/jrc/index.cfm?id=6270>. | |
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1. These mentions are given on an indicative basis only (Art.4 of the SNE Decision). [↑](#footnote-ref-1)
2. According to ART.6 of the SNE decision [↑](#footnote-ref-2)