

VACANCY NOTICE
F4E/FO/AD/2009/0113
(Permanent Post – AD9/12)

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| POSITION TITLE | INTERNAL AUDITOR (F/M) |
| GRADE | AD 9/12 |
| LOCATION | BARCELONA, SPAIN |
| CLOSING DATE FOR APPLICATIONS | 13/02/2009 |

1. THE ORGANISATION

With a budget of around €4 billion for the first ten years, the European Joint Undertaking for ITER and the Development of Fusion Energy ('Fusion for Energy') will play a key role in realising fusion as a possible future source of energy by providing the European contributions to the ITER International fusion energy project, the Broader Approach Agreement with Japan as well as to prepare for demonstration fusion reactors.

In its role as the Euratom Domestic Agency for ITER, 'Fusion for Energy' will:

- Oversee preparation of the ITER project site in Cadarache, France;
- Provide in kind components, equipment, materials and other resources to ITER;
- Manage procurement arrangements with ITER ;
- Coordinate Euratom's participation in the scientific exploitation of ITER;
- Provide for the implementation of R&D activities in support ITER;
- Provide Euratom's financial contribution to ITER;
- Provide arrangements to make human resources available for ITER.

In its role as the Implementing Agency for the Broader Approach Agreement with Japan, the Joint Undertaking will:

- Provide components, equipment and other resources for the Broader Approach;
- Coordinate Euratom's participation in the Broader Approach implementation ;
- Provide for the implementation of associated R&D activities;
- Provide the Euratom financial contribution to the Broader Approach;
- Arrange to make human resources available for the Broader Approach.

In preparation for the construction of a demonstration fusion reactor (DEMO) and related facilities including the International Fusion Materials Irradiation Facility (IFMIF), the Joint Undertaking will implement a programme of research, development and design activities.

For further information about the structure and tasks of 'Fusion for Energy' please consult the website at <http://fusionforenergy.europa.eu>

2. CONDITIONS OF EMPLOYMENT

This publication concerns a permanent position and, therefore, the candidate **must** be an **EU official in a EU Institution or Agency / Body**.

The place of employment is **Barcelona, Spain**.

3. JOB DESCRIPTION

Directly reporting to the Director of 'Fusion for Energy', the Internal Auditor will provide independent opinion and advice on the efficiency and effectiveness of the internal control system and ensure that the internal auditing service of the Joint Undertaking complies with the relevant international standards.

4. RESPONSIBILITIES

The successful candidate will, among other tasks:

- Provide internal auditing and advisory services to internal management on dealing with risks, by issuing independent opinions on the quality of management and control systems and by issuing recommendations for improving the conditions of implementation of operations and promoting sound financial management;
- Define the most appropriate procedures and methods in relation to auditing;
- Assess the suitability and effectiveness of internal management systems and the performance of departments in implementing programmes and actions by reference to the risks associated with them;
- Assess the efficiency and effectiveness of internal control and audit systems applicable to every budgetary implementation operation;
- Present findings and recommendations (both verbally and in the form of written reports);
- Follow-up and review corrective measures taken by the management resulting from audits;
- Submit to the Director and the Governing Board an annual internal audit report.

5. REQUIREMENTS

- Being an established EU official at grade AD9/12 in a EU Institution or Agency/Body;
- Proven professional experience as an Internal Auditor in the tasks related to the responsibilities mentioned under point nr. 4;
- Good knowledge of EU institutional framework and working procedures;
- Good knowledge of business and organisational planning methods and techniques;
- Good knowledge of evaluation principles and techniques;

- Excellent knowledge of internal control methods, tools and techniques;
- Ability to handle sensitive information;
- Good communication skills and ability to communicate effectively (both in writing and orally) in English, main working language of the Joint Undertaking;
- Very good organisational, analytical and planning skills;

Knowledge and/or experience of the following will be advantageous:

- CIA (Certified Internal Auditor) certificate or other similar certificate for professional recognition of internal auditors;
- Understanding of the objectives of 'Fusion for Energy', in particular, its responsibilities towards the ITER project;
- Knowledge of the European Fusion Programme and its specific organisation;

6. SUBMISSION OF APPLICATIONS

Each application shall contain the following documents:

- A detailed curriculum vitae in European format in English (that can be obtained at the following address:
<http://europass.cedefop.europa.eu/europass/home/vernav/Europasss+Documents/Europass+CV/navigate.action>)
- A motivation letter of 2 pages maximum in English including a clear mention of the post applied for and of your address for correspondence and for invitation to interview
- **Proof of your seniority in grade and step**

These 3 documents should be sent, specifying the post title and reference of vacancy notice, by electronic mail only, to:

f4e-fo2009-0113@f4e.europa.eu

Please, note that only complete applications containing the above mentioned documents and information required and submitted on time will be taken into account.

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| <p>Closing date: Applications must be received no later than 13/02/2009 at 12h00 noon, Barcelona GMT+1</p> |
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The Joint Undertaking is an equal opportunities employer.

7. SELECTION PROCESS

Candidates will receive an acknowledgement of receipt for their application.

A Selection Board will be set up for the selection process.

The eligibility of candidates will be assessed by the board according to compliance with all formal requirements by the closing date for the submission of applications.

On the basis of the CV and taking into account this notice of vacancy, the Selection Board will decide which are the candidates best suited to be invited for an interview, which will be held mainly in English.

The interview sessions will be held **in Barcelona, Spain**, and candidates will be evaluated by the Selection Board.

When possible, a list of the most suitable candidates will be transmitted to the Appointing Authority, who will appoint the successful candidate.

As soon as this decision is taken, all candidates will receive an information letter.

The present vacancy notice is subject to the availability of budget and posts in the establishment plan of the Joint Undertaking, as decided by the EU budgetary authority.

Please note that applications will not be returned to candidates but will be kept on file by 'Fusion for Energy'. The information provided in your application is subject to EU legislation on protection of personal data and confidentiality of information.

If at any stage of the procedure it is established that any of the information a candidate provided is incorrect, this candidate will be disqualified.

Taking into account the nature of the duties, and in order to facilitate the selection process, all communications to candidates concerning this selection procedure will be in English.