



VACANCY NOTICE
RISK ANALYSIS / SUPERVISION OFFICER (DATA PROFILE) (F/M)
REF.: ESMA/2018/VAC12/FGIV

Type of contract	Contract Agent ¹
Function group and grade	FGIV
Duration of contract	5 years, with possibility of extension ²
Department(s)	Risk Analysis and Economics Department Supervision Department
Place of employment	Paris, France
Deadline for applications	28/05/2018
Planned date for the interviews	Between mid-June and mid-July
Reserve list valid until	31/12/2019 ³

1. The Authority

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 Regulation⁴ and encompasses three objectives:

- **Investors' 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 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 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>

¹ According to the Article 3 (a) of the [Conditions of Employment of Other Servants \(CEOS\)](#) of the European Union.

² Contract agents may be engaged under their first contract for a fixed period of 5 years. Any further renewal shall be in principle for an indefinite duration.
Probationary period is of nine months.

³ The validity of the reserve list may be extended.

⁴ [Regulation \(EU\) No 1095/2010](#) of the European Parliament and of the Council of 24 November 2010 establishing a European Supervisory Authority (European Securities Markets Authority), amending Decision No 716/2009/EC and repealing Commission Decision 2009/77/EC.



2. Job framework and profile

ESMA is organising a selection procedure for the profile of “Risk Analysis Officer” and of “Supervision Officer” within the Risk Analysis and Economics Department and within the Supervision Department. The selection procedure aims in recruiting suitable candidates for the above mentioned positions and it aims in establishing a reserve list of candidates for future organisational needs.

Risk Analysis and Economics (RAE): RAE is the analytical and statistics department at ESMA. It monitors market, systemic and innovation risks in the EU’s securities markets, financial infrastructures, and asset management industry, conducts research on market functioning, investor protection, and financial stability issues. The Department is also responsible for ESMA’s data management and providing statistical services to the organisation. In doing so, it contributes to ESMA’s operational duties, including regulatory impact assessments or supervisory stress testing, and to the work of EU and international bodies, such as the European Systemic Risk Board (ESRB), International Organization of Securities Commissions (IOSCO) or the Financial Stability Board (FSB).

Data & Statistics Team (DST): DST is responsible for managing proprietary and commercial data at ESMA and for providing cutting-edge statistical services. Developing data and statistical capabilities is a strategic objective of ESMA. Overseeing a wide and growing range of statistical databases and regulatory and supervisory registers, DST is further developing ESMA’s unified approach to data management. Relying on these data sources, the DST cooperates with other teams and Departments on developing managing the data available to ESMA in order to support all ESMA’s activities (risk assessment, direct supervision, policy activities and supervisory convergence). Its areas of activities include, among others, data provided to ESMA under MiFID II, AIFMD, EMIR (trade repositories), CRA as well as a wide variety of other non regulatory data.

DST Risk Analysis Officer: The Risk Analysis Officer will be responsible for developing and executing business intelligence reports and statistical analyses to support ESMA activities; devising data quality analysis and proposing or executing remedial actions; contributing to the design of databases, data infrastructure and data governance, in col-laboration with other ESMA units; contributing to conceptual, methodological and operational documentation on data management and statistical analyses; preparing and delivering internal and external briefings and presentations on his/her are-as of expertise; supporting the data gathering process and data users; contributing to database planning and integration within the ESMA data system; ensuring timely publication and updates of relevant datasets; incorporating and using third party databases to the data analysis of ESMA; and supporting the Head of Department and the Team Leader in their activities.

The Supervision Department is responsible for the registration and ongoing supervision of credit rating agencies (CRA) and trade repositories (TR). Additional supervisory mandates under the Securities Financing Transactions Regulation (SFTR) and the STS Securitisation Regulation will be added in the course of 2018 and 2019.



The Department consists of two areas: 1) the Monitoring and Strategy Unit is responsible for the day-to-day supervision and related risk analysis of all registered entities; 2) the Investigations Unit is responsible for the assessment of registration applications and conducting targeted investigations.

ESMA applies a risk-based approach to the supervision of activities of supervised entities. We run a thorough registration process for new entities. Following registration ESMA conducts targeted investigations after a clear identification and prioritisation of risks. This risk-based approach requires collective analysis and intense interaction by the relevant risk, policy and supervisory teams within ESMA and fully cooperates with relevant (non-)EU competent authorities. We expect to expand our onsite presence in the coming years. ESMA works on the basis of supervisory targets and evaluates continuously its supervisory activities to further improve the effectiveness of its supervisory operations. ESMA applies enforcement in a proportionate and effective way.

The CRA Regulation and ESMA require that CRAs apply high quality standards in their rating process with a focus on independence, transparency, up-to-date methodologies, internal controls, sufficient expert staffing and robust IT systems. As regards TRs, ESMA's key regulatory objectives are: stability of systems, data quality, confidentiality and regulatory access.

The successful candidate will join the Monitoring & Strategy Unit of the Supervision Department and will be involved in ongoing monitoring activities and data analytics with the objective to identify and address supervisory concerns. In particular, he/she will design, implement, maintain and assess reports based on supervisory data, participate in the supervisory risk assessment process and contribute to the enhancement of the unit's efficiency and effectiveness. The person will also be actively engaging with various types of stakeholders including supervised entities and NCAs to achieve supervisory objectives.

3. Professional qualifications and other requirements

A. Eligibility criteria

To be considered eligible, candidates must satisfy all the eligibility criteria listed below, by the deadline for submitting applications:

- Have at least a level of education which corresponds to completed university studies of three years attested by a diploma⁵, and after having obtained the diploma, one year of proven professional experience⁶;

⁵ Only qualifications that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said EU Member States shall be taken into consideration.

⁶ For more information on calculating the professional experience, please consult "Candidates Guidelines" document published on ESMA's website <https://www.esma.europa.eu/about-esma/careers>

- be a national of a Member State of the European Union or the EEA (Norway, Liechtenstein, Iceland);
- enjoy full rights as a citizen⁷;
- have fulfilled any obligations imposed by the applicable laws concerning military service;
- produce the appropriate character references as to their suitability for the performance of their duties;
- have a thorough knowledge of one of the languages of the European Union⁸ and a satisfactory knowledge⁹ of another language of the European Union, and
- be physically fit to perform the duties linked to the post¹⁰.

B. Selection criteria

PRE-SCREENING PHASE

Applications which fulfil the above Eligibility criteria (part A) will be assessed against the Essential requirements (part B.1). Candidates who do not meet all of the Essential requirements (part B.1) will be excluded from the selection process.

Candidates who meet all of the Essential requirements (part B.1) will be scored against the Advantageous requirements (part B.2). Within this comparative evaluation of applications, the **20 best candidates**, who obtain the highest scores and reach a **minimum score of 65%**, will be invited for interviews and written tests.

B.1. Essential requirements

- a) The diploma (required under part 3A) must be acquired in economics, finance, mathematics, statistics, engineering, computer science or other relevant fields;
- b) Minimum one year of professional experience in data analysis, data management, data modelling, data mining or quantitative analysis;
- c) Knowledge (acquired by academic training or professional experience) of financial markets, and
- d) Excellent written and oral English¹¹.

B.2. Advantageous requirements

- e) With reference to the criterion “b”, experience in addition to the requested one year would be an asset;

⁷ Prior to the appointment, the successful candidate will be asked to provide a police certificate confirming the absence of any criminal record.

⁸ The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovenian, Spanish, and Swedish.

⁹ At least at the level B2, according to the Common European Framework of Reference for Languages:

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Knowledge of the 2nd EU language will be tested orally for candidates invited for interviews.

¹⁰ Before the appointment, the successful candidate shall be examined by one of the EU medical centres in order to confirm that the candidate fulfils the requirements of Article 82(3)(d) of the CEOS (physical fitness to perform the duties).

¹¹ At least at B2 level. English is the internal working language of ESMA, as decided by ESMA Management Board with the decision ESMA/2011/MB/3 of 11/01/2011. This decision implements Article 73 (2) of the ESMA [Regulation \(EU\) No 1095/2020](#) establishing ESMA.

- f) Experience in statistical **or** econometric techniques through education or work experience
- g) Knowledge of data modelling **or** data design **or** data mining, especially in relation to large datasets as well as with data analysis tools (such as R, SQL, Stata or Python) or with business analytics data tools (such as TIBCO Spotfire);
- h) Knowledge of regulatory or supervisory databases **or** of financial data vendors (e.g. Reuters Eikon, Bloomberg, etc.); and
- i) Motivation for the advertised position.

INTERVIEWS & WRITTEN TESTS PHASE

Candidates invited for interviews and written tests will be assessed against all selection criteria (parts B1 & B2 & B3).

B.3. Supplementary requirements

- j) Excellent methodological and analytical skills and capacity to identify key issues;
- k) Strong communication skills and ability to communicate clearly and effectively with internal and external stakeholders;
- l) Ability to deliver high-quality work under pressure and tight deadlines;
- m) Dynamic personality with strong aptitude for team work, and
- n) Ability to tackle complex issues, as well as presenting the results of his/her work in a structured manner to various stakeholders in a clear and understandable way.

The established reserve list may be used for the recruitment of a similar post depending on the needs of ESMA. Please note that inclusion in the reserve list does not guarantee recruitment.

B.4. How to apply

Candidates must apply by sending the following documents, by the specified deadline, via email to vacancies@esma.europa.eu:

- The application must include both CV and motivation letter in English (working language of ESMA¹²).
- Candidates shall declare their EU nationality/citizenship, their mother tongue and their second EU language – to show that they meet the eligibility requirements.
- Application documents must be marked accordingly with the reference number of the vacancy notice (see templates below).

CV in the European (Europass) format¹³, saved as:
ESMA_2018_VAC12_FGIV_FAMILY NAME_First name_CV
Example: ESMA_2018_VAC12_FGIV_SMITH_Anna_CV

Motivation letter of no more than 2 pages, explaining the interest and motivation of the candidate for this particular post, saved as:

¹² See footnote nr 11.

¹³ <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>

Please refer in your CV to all selection criteria.



ESMA_2018_VAC12_FGIV_FAMILY NAME_First name_Motivation letter

Applicants will be assessed on the basis of the eligibility and selection criteria specified in the vacancy notice (as explained in part 3) and these must be met by the deadline for submitting applications.

4. Summary of conditions of employment

- Successful external candidates may be offered an employment contract for five years as a contract agent. Any further renewal shall be in principle for an indefinite duration.
- Successful external candidates will be recruited in the respective grade, and classified in the step 1.

Function group/grade/step	Minimum requirements for classification in step (required level of university studies + minimum number of years of experience after university graduation)	Monthly net salary without allowances ¹⁴	Monthly net salary, including specific allowances ¹⁵
FGIV 13 step 1	Post-secondary education + up to 8 years' experience	3,290 €	4,770 €
FGIV 14 step 1	Post-secondary education + more than 8 years' experience	3,570 €	5,260 €
FGIV 16 step 1	Post-secondary education + more than 21 years' experience	4,460 €	6,410 €

- The monthly basic salary is multiplied by the correction coefficient for France (currently 114.8%).
- Salaries are subject to a Union tax deducted at source and are exempt from national taxation.
- Depending on the individual family situation and the place of origin, the successful jobholder may be entitled to: expatriation allowance (16% of the basic salary), household allowance, dependent child allowance, education allowance, pre-school allowance, installation allowance, reimbursement of removal costs, initial temporary daily subsistence allowance, and other benefits.
- Annual leave entitlement of two days per calendar month plus additional days for age, grade, 2,5 days' home leave if applicable, and in addition on average 17 ESMA holidays per year;
- EU Pension Scheme (after 10 years of service);
- EU Joint Sickness and Insurance Scheme (JSIS), accident and occupational disease coverage, unemployment and invalidity allowance and insurance, and
- General and applicable professional training, plus professional development opportunities.

For more information, please refer to Careers' page of ESMA:

¹⁴ An estimation of net salary, including the deduction for tax and social security, without any allowances (this estimation has been calculated for a candidates who is not entitled for expatriation allowance in France and has no family dependents).

¹⁵ An estimation of net salary, including the deduction for tax and social security and adding the allowances (this estimation has been calculated with expatriation allowance, household allowance and with one dependent child allowance). Allowances depend in any case on the personal situation of the candidate.



<https://www.esma.europa.eu/about-esma/careers>

5. Data protection

Candidates' personal data are processed as required by 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. This applies in particular to the confidentiality and security of such data. For more information, please check the [privacy statement on recruitment procedures](#).