

EUROPEAN SPACE AGENCY

Senior Internal Auditor

Job Req ID: 14623

Closing Date: 10 May 2022

Publication: Internal & External

Vacancy Type: Permanent

Date Posted: 12 April 2022

Vacancy in the Director General's Services.

ESA is an equal opportunity employer, committed to achieving diversity within the workforce and creating an inclusive working environment. We therefore welcome applications from all qualified candidates irrespective of gender, sexual orientation, ethnicity, beliefs, age, disability or other characteristics. Applications from women are encouraged.

This post is classified A2-A4 on the Coordinated Organisations' salary scale.

Location

ESA Headquarters, Paris, France

Description

Senior Internal Auditor in the Internal Audit and Evaluation Service, Director General's Services.

Duties

You will be responsible for conducting audits of the Agency's activities and management consultancy assignments (in small teams or solo), including:

- assessing the adequacy of the Agency's governance processes and internal control practices with regard to:
 - o promoting appropriate ethics and values within ESA
 - o ensuring effective organisational performance management and accountability
 - o ensuring significant risks are assessed and appropriate risk mitigation measures implemented
- evaluating the adequacy and effectiveness of internal controls regarding the:
 - o reliability and integrity of financial and operational information
 - o effectiveness and efficiency of operations and programmes
 - o compliance with applicable laws and regulations
- analysing potential weaknesses and improvement opportunities in the Agency's governance, risk management and control processes
- formulating action plans with the relevant organisational units and following-up on their implementation
- conducting investigations into suspected malpractice, including fraud performing planning, administrative and management activities for the Internal Audit and Evaluation Service.

Technical competencies

Expertise in the concepts of internal audit

Knowledge and understanding of the ESA business and its associated risks

Proficiency in drafting clear and convincing reports on complex subject matter
Analytical and critical thinking skills

Behavioural competencies

Result Orientation
Operational Efficiency
Fostering Cooperation
Relationship Management
Continuous Improvement
Forward Thinking

Education

Applicants for this post should have a Master's degree in auditing, business administration or another relevant discipline, with a minimum of ten years of experience of internal audit in an international environment.

Additional requirements

Candidates should be certified with the Institute of Internal Auditors or equivalent. A certified competence in auditing management information systems would be advantageous. Applicants must demonstrate excellent analytical, communication and coordination skills and the ability to provide quality output against tight deadlines.

Other information

For behavioural competencies expected from ESA staff in general, please refer to the [ESA Competency Framework](#).

The working languages of the Agency are English and French. A good knowledge of one of these is required. Knowledge of another Member State language would be an asset.

The Agency may require applicants to undergo selection tests.

At the Agency we value diversity and we welcome people with disabilities. Whenever possible, we seek to accommodate individuals with disabilities by providing the necessary support at the workplace. The Human Resources Department can also provide assistance during the recruitment process. If you would like to discuss this further please contact us email contact.human.resources@esa.int.

Please note that applications are only considered from nationals of one of the following States: Austria, Belgium, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, the United Kingdom and Canada, Latvia, Lithuania and Slovenia.

According to the ESA Convention, the recruitment of staff must take into account an adequate distribution of posts among nationals of the ESA Member States*. When short-listing for an interview, priority will first be given to internal candidates and secondly to external candidates from under-represented or balanced Member States*.

(<https://esamultimedia.esa.int/docs/careers/NationalityTargets.pdf>)

In accordance with the European Space Agency's security procedures and as part of the selection process, successful candidates will be required to undergo basic screening before appointment.

Recruitment will normally be at the first grade in the band (A2); however, if the candidate selected has little or no experience, the position may be filled at A1 level.

*Member States, Associate Members or Cooperating States.