

ICT Officer (various profiles)

REF.: ESMA/2025/VAC06/AD5

Type of contract	Temporary Agent ¹
Function group and grade	AD5
Duration of contract	5 years or shorter (related to the project activity), with possibility of extension ²
Department	Data Intelligence and Technology Department
Place of employment	Paris, France – office based
Deadline for applications	09/10/2025 (23:59 hrs, Paris local time)
Reserve list valid until	31/12/2026

1 The Authority

The European Securities and Markets Authority (ESMA) is an independent EU financial markets regulator and supervisor established in January 2011. The Authority's mission is to enhance investors' protection and promote stable and orderly financial markets as specified in its [founding Regulation](#).

The Authority has published its [ESMA Strategy 2023-2028](#) identifying for the coming years three strategic priorities:

- fostering effective markets and financial stability;
- strengthening supervision of EU financial markets;
- enhancing protection of retail investors;

and two thematic drivers:

- enabling sustainable finance; and
- facilitating technological innovation and effective use of data.

ESMA achieves its mission within the European System of Financial Supervision (ESFS) through active co-operation with National Competent Authorities (in particular with securities

¹ According to the Article 2(f) of the [Conditions of Employment of Other Servants \(CEOS\) of the European Union](#).

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

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 exercises direct supervision over a number of financial markets participants established in the EU or offering financial services in the EU from third countries.

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

2 Job framework and role

ESMA is organising a selection procedure for the post of **ICT Officer** to constitute a reserve list of suitable candidates for potential staffing needs linked with current and future workstreams/mandates.

The ICT Officer will specialise in a specific domain (role) and will be part of the ICT function within the **Data Intelligence and Technology (DIT) Department**³. ESMA's ICT infrastructure primarily operates on Public Cloud (Azure), M365, and supports core business processes including data analytics. From a regulatory perspective, DIT contributes to projects such as the DLT Pilot Regime⁴, the European Single Access Point (ESAP), and the development of a technical solution for EU-level integrated monitoring of crypto-asset markets under MiCA, which require expertise across various ICT domains and advanced technologies.

Candidates must indicate in their application (motivation letter) up to two roles from the advertised profiles that they wish to be considered for. The Selection Board reserves the right to assign any role(s) at its discretion.

The assessment and recruitment of an ICT Officer will be aligned to one of the following subset of specific roles as per the e-competency framework⁵ where possible:

- Data Scientist
- Data Specialist
- Enterprise Architect
- Information Security Specialist
- Project Manager
- Service Manager
- Solution Designer
- Systems Architect
- IT Operations Manager
- Information Security Manager

³ [Internal Organisation \(europa.eu\)](https://www.esma.europa.eu/esmas-activities/digital-finance-and-innovation/dlt-pilot-regime)

⁴ <https://www.esma.europa.eu/esmas-activities/digital-finance-and-innovation/dlt-pilot-regime>

⁵ [The e-Competence Framework - ITPE \(itprofessionalism.org\)](https://www.esma.europa.eu/esmas-activities/digital-finance-and-innovation/dlt-pilot-regime)

Roles outside the e-competencies framework:

- Project Management Office;

Main areas of duties:

➤ **Data Scientist**

- Coordinate work packages and/or projects;
- Represent business challenges through mathematical models;
- Collect, understand, clean, analyse, integrate and investigate internal and external data to achieve the mission;
- Create and test hypothesis;
- Uncover data correlations/relationships in support of measurement and predication;
- Identify the right visualisation models depending on the business challenges and the data sets;
- Address data security through active preventative strategies;
- Select and optimise algorithms using data science tools;
- Comply with ethical guidelines and legal requirements.

➤ **Data Specialist**

- Coordinate work packages and/or projects;
- Define, build and optimise data models;
- Proactively protect confidentiality and security of data;
- Ensure data lifecycle support;
- Curate and archive data;
- Advise on appropriate data analytic methodology;
- Ensure data quality and integrity;
- Maintain data quality and compliance to legal standards.

➤ **Enterprise Architect**

- Coordinate work packages and/or projects;
- Align digital and ICT strategies and planning with the organisation's business goals;
- Anticipate future business needs and plan for how architecture will support/enable it;
- Streamline business processes, functions, procedures and workflows and apply a consistent implementation approach;
- Manage stakeholder engagement in the development of new processes and systems and verifies feasibility;
- Conduct post-implementation reviews to evaluate benefits accrued from new processes and systems;

- Build and maintain standards and enterprise architecture model and principles, for example process mapping;
- Evaluate the impact of changes within the ecosystem of the organisation (including political, technical, social, regulatory, legal) on the enterprise architecture.

➤ **Information Security Specialist**

- Evaluate information security risks, threats and consequences and take appropriate action;
- Provide information security training and education;
- Provide technical validation of security tools, implement, configure and manage appropriate tools;
- Contribute to the definition of and actively promote information security standards and procedures throughout the IT and IT user communities;
- Identify and remediate security vulnerabilities;
- Audit security vulnerability;
- Monitor security developments to ensure the continued efficiency and effectiveness of information security processes and controls;
- Proactively evaluate new threats and counter potential information security incidents;
- Implements security techniques on all or part of an application, process, network or system within area of responsibility.

➤ **Project Manager**

- Organize, coordinate and lead program and project teams, as well as other project managers;
- Maintain stakeholder engagement and communication;
- Supervise project progress;
- Coordinate, record and ensure quality compliance;
- Circulate and distribute information from the project owner;
- Ensure the project helps to support the organisation's wider goals;
- Comply with budgets and delivery times;
- Update the project according to changing circumstances.

➤ **Service Manager**

- Coordinate work packages and/or projects;
- Define Service requirements;
- Negotiate SLA / OLA;
- Manage solution operation;
- Provide service delivery;
- Maintain and contribute to the creation of the department budget;
- Support staff development.

➤ **Solution Designer**

- Coordinate work packages and/or projects;
- Examine and interpret business requirements;
- Establish solution intent;
- Align solution with technical architecture;
- Identify potential technical design risks;
- Supervise the built in quality;
- Operate within the budgetary framework to validate the financial impact of design decisions;
- Identify opportunities for innovation;
- Plan technology roadmaps.

➤ **Systems Architect**

- Coordinate work packages and/or projects;
- Specify and implement the architecture of complex ICT solutions;
- Lead development and integration of components;
- Lead and/ or conduct system integration;
- Ensure incorporation of security by design;
- Analyse technical and business requirements;
- Develop and maintain a comprehensive record of usability requirements.

➤ **IT Operations Manager**

- Coordinate and manage staff;
- Direct, organize, plan and monitor activities;
- Negotiate the objectives and resources;
- Manage the departmental budget;
- Establish and monitor management information;
- Analyse and propose solutions for continuous productivity improvement;
- Manage the implementation and monitoring of IS quality assurance and security;
- Communicate with internal business departments and project owners.

➤ **Information Security Manager**

- Coordinate work packages and/or projects;
- Define the information security strategy and standards;
- Contribute to the development of the organisation's security policy;
- Manage security audits;
- Evaluate risks, threats and consequences;
- Establish and manage prevention, detection, correction and remediation plans;

- Inform and raise awareness among general management and across all IT users and professionals;
- Conduct information security operations.

➤ **Project Management Office**

- Coordinate the PMO activities and ensure that each IT project is adhering to the project management methodology;
- Support the internal and external users of PM², suggest improvements to the use of PM² and its underlying process/tool, as well as the overall project delivery efficiency;
- Support the planning activities, e.g. coordination of collecting and consolidation of all relevant information for multi annual IT plans (work programme);
- Provide reporting to stakeholders at different levels, e.g. on a monthly basis reporting the overall status of the project portfolio (including time frames, budgets, risks, issues etc.) to the ESMA management;
- Coordinate the preparation of the regular meetings and the follow-ups with the IT governance stakeholders (representatives from each National Competent Authority).

More information about [ESMA's Departments](#) and [organigramme](#).

3 Professional qualifications and other requirements

Applications will be assessed based on the Eligibility and Selection criteria specified in this vacancy notice.

3.1 Eligibility criteria

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

- must have a level of education which corresponds to completed university studies of at least **three years** attested by a diploma⁶;
- be a national of a Member State of the European Union⁷ or the EEA (Norway, Liechtenstein, Iceland);

⁶ Only qualifications awarded by EU Member State authorities or European Economic Area (EEA) authorities or qualifications recognised as equivalent by the relevant authorities will be taken into consideration. If the main studies took place outside the European Union, the candidate's qualification must have been recognised by a body delegated officially for the purpose by one of the European Union Members States (such as a national Ministry of Education) or a NARIC recognition is required: <https://www.enic-naric.net> and a document attesting so must be uploaded with the application by the closing date. If you have a diploma recognised in an EU Member State, you don't need NARIC recognition for your lower-level diploma(s). Example: If you have a bachelor's degree from a university outside the EU, and a master's degree from an EU university, you don't need NARIC recognition for the bachelor's degree. Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition. For diplomas awarded after this date (from 01/01/2021), a NARIC recognition is required.

⁷ Member States of the EU: Member States of the EU: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

- enjoy full rights as a citizen⁸;
- have fulfilled any obligations imposed by the applicable laws concerning military service;
- have a thorough knowledge⁹ of English as this is the ESMA's working language - and a satisfactory knowledge (B2) of another language¹⁰ of the European Union; and
- be physically fit to perform the duties linked to the post¹¹.

3.2 Selection criteria

Applications which fulfil the above **Eligibility criteria (part 3.1)** will be assessed and scored against the **Essential requirements (part 3.2.1)**. Candidates who do not meet all the Essential requirements (part 3.2.1) will be excluded from the selection process.

Candidates who meet all the Essential requirements (part 3.2.1) will be scored against the **Advantageous requirements (part 3.2.2)**.

Within this comparative evaluation of applications, the **50 best candidates** (who obtain the highest scores), split by role in line with ESMA's organisational priorities, considering the applications received, will be invited first for a written test¹² (1st part of the selection procedure).

Consequently, the candidates, who reach a minimum score of 60% for the written tests, will then be invited for interviews with the Selection Board (2nd part of the selection procedure).

Candidates are required to clearly indicate in their application **how they acquired the knowledge and experience allowing them to meet the Selection criteria** mentioned below and to give specific examples.

3.2.1 Essential requirements

- a) At least one (1) year of work experience¹³ in at least one of the roles listed above (as per the main areas of duties and responsibilities noted in part 2 of the vacancy notice);
- b) Certifications and/or trainings relevant to the role(s) applied for, other than university diplomas;

⁸ Prior to the appointment, the successful candidate will be asked to provide a police certificate confirming the absence of any criminal record.

⁹ The assessment is done in accordance with the [Common European Framework of Reference for Languages \(CEFR\)](#). Native English speakers will be tested to prove their second language skills.

¹⁰ The official languages of the EU: 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.

¹¹ Before the appointment, the successful candidate shall be examined by ESMA's medical centre in order to confirm that the candidate fulfils the requirements of Article 12(2) (d) of the CEOS (physical fitness to perform the duties).

¹² Tests and/or interviews may be performed remotely.

¹³ Experience must be acquired after the minimum education, as required under part 3.1.

- c) Proven experience in managing and successfully delivering work packages, and/or in overseeing one or more technical domains within the domains listed above;
- d) Excellent written and oral English and clear and concise writing style¹⁴.

Please provide details, specifying your role, contributions, tools used and level of responsibility.

3.2.2 Advantageous requirements

- e) University degree related to one of the domains listed above (or university diploma in Information Technology, Computer Science, Mathematics, Data Science or closely related);
- f) Experience of working with outsource/offshore vendors/teams;
- g) Further years of experience in any of the domains listed above;
- h) Proven experience coordinating others in the domain of the applied role, or other domains;
- i) Motivation for the advertised position.

Please provide details, specifying your role, contributions, tools used and level of responsibility.

3.2.3 Supplementary requirements (behavioural competences)

- j) Ability to work under pressure and deliver high quality work under tight deadlines;
- k) Critical thinking, excellent problem solving, methodological and analytical skills and capacity to identify key issues;
- l) Ability to communicate clearly and present complex subjects simply, both orally and in writing (communication skills); and
- m) Ability to build and maintain collaborative working relationships, inside and outside of the organization and strong teamwork skills.

Candidates invited for interviews and written tests will be assessed against all selection criteria (parts 3.2.1 & 3.2.2 & 3.2.3).

Applicants who receive at least 60% of the maximum points in the written tests and subsequently in the interviews, will be included in the reserve list of suitable candidates.

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

The Selection Board's work and deliberations are strictly confidential and any contact with its members is strictly forbidden. Any contact made by the candidates or third parties in order to

¹⁴ <https://europass.cedefop.europa.eu/resources/european-language-levels-cefr>, as evidenced in the CV/motivation. 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 1095/2010 establishing ESMA.

influence the Members of the Selection Board in relation to the selection constitutes grounds for disqualification from the selection procedure.

4 How to apply

You must submit your application through [e-Recruitment](#). ESMA does not accept applications submitted by any other means.

Candidates must indicate in their application (motivation letter) up to two roles from the advertised profiles that they wish to be considered for. The Selection Board reserves the right to assign any role(s) at its discretion.

All sections of the application must be completed in English. To be considered, applications must be received by 23:59:59 CET on the closing date. We advise you to submit your application well ahead of the deadline, to avoid potential problems due to increased activity on the recruitment platform.

Please consult the [Candidates Guidelines](#) for instructions on completing your application.

Following the submission of the application candidates will receive an automatic email acknowledging receipt of the application. Please note that all correspondence will take place by email, so candidates should ensure that the email address associated with applicant's account is correct and that it is checked regularly.

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.

5 Summary of conditions of employment

- Successful external candidates may be offered an employment contract for five years as a temporary agent. Any further renewal shall be in principle for an indefinite duration.
- Successful external candidates will be recruited in the grade and classified in step 1 or 2.

Grade/step	Minimum requirements for classification in step ¹⁵ <i>(required level of university studies + minimum number of years of experience after university graduation)</i>	Monthly net salary, without expatriation or family allowances (incl. correction coefficient for France)	Monthly net salary, with expatriation and without family allowances (incl. correction coefficient for France)	Monthly net salary, with expatriation and family allowances for one child (incl. correction coefficient for France)

¹⁵ [ESMA Management Board Decision ESMA-2014-MB-14](#), adopting of general implementing provisions concerning the criteria applicable to classification in step on appointment or engagement - Commission decision (C(2013) 8970 of 16/12/2013).

AD5 step 1	3 years university degree	€ 5,320.20	€ 6,411.66	€ 7,709.76
AD5 step 2	3 years university degree + 3 years experience	€ 5,521.43	€ 6,658.76	€ 7,973.10

- The monthly basic salary is multiplied by the correction coefficient for France (currently 114.2%).
- Salaries are subject to a Union tax deducted at source and are exempt from national taxation. In the above-mentioned examples, tax is already deducted.
- 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
- Work-life balance with teleworking flexibility, learning and development opportunities such as language trainings, as well as social integration and free access for children to the [European school in Paris](#).

6 Equality and diversity

At ESMA, we are committed to fostering a diverse, equitable, and inclusive workplace. As an equal opportunity employer, we strive to create an environment where everyone feels welcome and valued. We encourage applications from all qualified candidates, regardless of their age, gender, ethnicity or social origin, political or religious affiliation, disability or sexual orientation.

Our staff are dedicated to upholding an open and inclusive organisational culture. In line with our commitment to gender balance, we encourage applications from women in roles where they are currently under-represented.

If you require any specific arrangements during the selection process related to a physical, mental, intellectual, or sensory disability, please indicate this in your application. The HR team will contact you to discuss and ensure that any necessary adjustments are in place, allowing for your full and equal participation in the process.

For further information please consult [ESMA's Diversity, Equity and Inclusion Strategy](#).

7 Ethics obligations

ESMA Staff members act as ambassador of ESMA and abide by, and actively promote, the highest ethical, integrity and good administration principles as set out in [ESMA's Conflict of Interest Policy for ESMA Staff](#) and [ESMA's Code of Good Administrative Behaviour](#).

Selected candidates who are offered a position at ESMA undergo a conflict-of-interest check before they can be effectively recruited by ESMA. Similarly, before leaving, a conflict-of-interest check is performed on staff's prospective employment and former staff remains under an obligation to notify ESMA of new employment positions for two years after leaving¹⁶.

Strict professional secrecy duties apply while working at ESMA and after leaving.

8 Data protection

Candidates' personal data are processed as required by the Regulation (EU) No 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data¹⁷. This applies in particular to the confidentiality and security of such data. For more information, please check the [data protection statement](#) and [privacy statement on recruitment procedures](#).

ESMA will take all necessary measures to ensure the confidentiality of the procedure, however it cannot be ruled out that candidates see one another on the day of the interview or written test.

9 Appeal procedure

If, at any stage of the selection procedure, you consider that your interests have been prejudiced by a particular decision, you can take the actions detailed in point 5.7 of the [Candidates Guidelines](#).

¹⁶ See in particular Section 7.8 of ESMA's Conflict of Interests Policy and Title Four of Commission Decision C(2018)404 final of 29 June 2018 on outside activities and assignments and on occupational after leaving the Service, as incorporated in ESMA's Conflict of Interests Policy.

¹⁷ Regulation (EU) No 2018/1725 of the European Parliament and of the Council of 23 October 2018, OJ L 295, 21.11.2018, p. 39.