

Financial Services Policy Assistant

**Full-time contract of 12 months
Ideally starting in June 2024**

BEUC, The European Consumer Organisation, is currently looking for a policy assistant based in Brussels to reinforce its Financial Services Team.

The tasks of the position will include:

- Monitor institutional developments (e.g. follow debates in the European Parliament, prepare and attend meetings with decision makers)
- Assist with the drafting of materials to maintain BEUC member organisations updated on consumer issues related to financial services.
- More specifically, support BEUC Financial Services Team in their work on files related to consumer credit, payments, mortgages, retail banking, digital finance and investor protection initiatives.
- Prepare responses to consultations, position papers and technical briefings on these issues.
- Maintain and develop contacts with EU officials, staff of the European Parliament, member states national representations and other relevant stakeholders.

The main qualifications we are looking for are:

- A University degree in economics, finance or law.
- An interest in working in financial services.
- The ability to write and communicate well in English, knowledge of other EU languages would be an advantage.
- A working knowledge of the EU institutions and legislative process would be an advantage.
- A proven ability to understand, appreciate and explain the technical issues which arise in the sector of financial services.
- A proven interest in understanding, appreciating and articulating the consumer interest in financial services.
- Ability to work well with people from diverse backgrounds.
- Team player and well-organised.

• What we offer:

- A multidisciplinary and multicultural working environment within an organisation dedicated to promoting consumer interests.
- A full-time contract with a gross monthly salary in the indicative range of €3,329 to €3,971, depending on experience.

- Financial and non-financial benefits (13th month, extra-legal paid leave, flexitime, pension scheme, luncheon vouchers, work-from-home indemnity).

Applications for the position should be sent by **28 April** by e-mail to **apply@beuc.eu** with subject line: **Financial Services Policy Assistant**

A first round of interviews will take place as from the week of **6 May**
Only short-listed candidates will be contacted.

Your application should include the following documents:

1. **A short motivation letter**
2. **A detailed curriculum-vitae**
3. In a separate file, **answers to the following questions:**
 - ▶ **Why would you like to work at BEUC?** *Briefly explain the main reasons that motivate you to apply to work at BEUC, using maximum 150 words.*
 - ▶ **Why should BEUC appoint you?** *Tell us why you think we should appoint you, using maximum 150 words.*
 - ▶ **What are according to your analysis, the most important challenges consumers face with regard to financial services?** *Please explain using maximum 250 words.*

Where BEUC becomes aware that generative AI technology has been used to finalise an application, it reserves the right, in the context of a written test that would be taken by the shortlisted candidates, to organise this test in an offline environment.

Any incomplete application will be disregarded.

BEUC is an equal-opportunities employer. We encourage candidates of diverse backgrounds to apply. To avoid unconscious bias, CVs are anonymised during the selection process.

Privacy policy: The personal data we collect during hiring processes is only used for the purposes of carrying out the selection process and is deleted once the process has ended. For shortlisted candidates, we routinely ask for their consent to keep their information for 6 months after the end of the selection process, in case other vacancies that could fit their profile open up.