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Recruitment announcement

The Regional Council of Southwest Finland is recruiting for the Central Baltic Programme 2014-2020. The Central Baltic cross-border cooperation programme includes regions from Estonia, Finland incl. Åland, Latvia and Sweden. The programme supports projects in four priorities:

- competitive economy
- sustainable use of common resources
- well connected region
- skilled and socially inclusive region

The funding that the programme allocates to projects comes from the EU's European Regional Development Fund (ERDF). The total ERDF budget of the programme is 122 MEUR.

The Regional Council of Southwest Finland is now looking for a member of staff to support in the implementation of the programme.

The programme currently has 17 members of staff. The programme strives for international staff and a balanced knowledge of all programme languages and cultural backgrounds within the whole team. To complement the current team a good command of Swedish and good understanding of Swedish society is seen as an advantage for the applicants.

The task requires an understanding of EU funding instruments and especially the European Regional Development Fund (ERDF) or, specifically, European Territorial Cooperation (ETC).

Financial officer

- Programme administration related to project payment claims (handling project payment claims, and preparing them for certification and payment)
- Following up the implementation of projects and reporting on this
- Communicating and sharing information with stakeholders
- Support in compiling the Technical Assistance report
- Contributing to the preparation of necessary documents and materials for the Managing Authority, Member States and other stakeholders

Requirements

- Experience of the administration of international cooperation (preferably cross-border cooperation). Experience of working in projects is seen as an asset



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- Very good written and spoken English
- Good administrative skills (understanding of the EU regulatory framework is seen as an asset)
- Good team working skills and communication skills (written and spoken communication as well as direct communication with beneficiaries)
- A pro-active approach and willingness to develop yourself and your work
- Good command of at least one official language of the participating countries
- Highly computer literate in especially MS Office (Word, Excel, Power Point) and database software
- University degree in e.g. economics, business administration, banking or a related field

Terms of employment

The members of staff are employed by the Regional Council of Southwest Finland. The location of work is the Regional Council's office in Turku.

The Regional Council of Southwest Finland is a municipal organisation, and the terms of employment follow the municipal collective agreement. We offer you a dynamic working environment, an international team and the possibility to develop cooperation within the region of Central Baltic.

The working language is English. The programme strives for international staff and a balanced knowledge of all programme languages and understanding of the programme region countries' within the whole team.

The term of employment is until 31.12.2019 with a possibility for continuation. The position will be filled as soon as possible.

Applications and selection

Applications, incl. a motivational letter and CV, should be sent to the Regional Council of Southwest Finland by e-mail (kirjaamo@varsinais-suomi.fi) with the reference "Financial Officer". Deadline for submission of applications is 19 September at 15 o'clock Finnish time.

The most qualified candidates will be selected for interviews. The interview/selection team will consist of the Managing Authority (Regional Council of Southwest Finland). Representatives of the responsible national authorities may participate. The interviews will be conducted in English. Only the candidates who are selected for interviews will be contacted.

Additional information from:

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