

**ANNEX 3 to the NOTICE for setting up of LISTS of EXPERTS  
2014-2020 (Interreg V-A) Italy-Croatia CBC Programme**

**FINANCIAL PROFILE**

<p>General activities for the <i>Financial profile</i></p>	<p>Activities related to:</p> <ul style="list-style-type: none"> <li>- Drafting of administrative documents relating to financial issues and programming and in general for the achievement of sound financial management;</li> <li>- prepare the decisions of the MC/MA/JS regarding project budget reallocations and any other major changes in financial issues at project level;</li> <li>- prepare the payment declarations and documentation needed for the requests for reimbursement to the EC, providing all necessary information on the procedures and checks carried out on costs for their certification;</li> <li>- regular investigation of administrative and accounting documents in order to process the reports of financial and procedural progress requested for audit activities;</li> <li>- monitor the ERDF Programme budget and alerting on the risk of the de-commitment;</li> <li>- draw up documents related to certification and verification of the Programme with particular reference to the financial aspects;</li> <li>- supply and update economic and financial data in the management and monitoring system of the Programme;</li> <li>- supply statistical analysis of quantitative and qualitative indicators, relating to financial progress of the projects to be submitted to the actors of the Programme;</li> <li>- functioning of first level control systems of the Programme;</li> <li>- participation in external events and seminar as it is necessary.</li> </ul>
<p>Eligibility criteria for the participation to the Lists for the <i>Financial profile</i></p>	<ul style="list-style-type: none"> <li>- valid and recognized Economics or Political Sciences University degree of at least four years or equivalent;</li> <li>- have a good spoken and written English (level B2 in the Europass Language Passport classification or equivalent);</li> <li>- have at least 3 years of professional experience in ETC projects or programmes, covering aspects of finance management and/or control/audit.</li> </ul> <p><i>Additional criteria for senior experts positions (such as Financial Manager):</i></p> <ul style="list-style-type: none"> <li>- have at least 5 years of professional experience in European Territorial Cooperation projects or programmes, covering aspects of finance management and/or control/audit.</li> </ul>
<p>Evaluation criteria for the comparative procedure</p>	<p>Evaluation criteria of the curriculum and any other documentation:</p> <ul style="list-style-type: none"> <li>- experience in ETC covering aspects of finance management and/or control/audit, above the minimum requirement;</li> <li>- professional experience in maritime Cross Border Cooperation programmes, covering aspects of finance management and/or control/audit;</li> <li>- relevant working experience in an international/multicultural environment;</li> <li>- certified knowledge of English language above the minimum requirement;</li> <li>- knowledge of one or both languages of the Programme area.</li> </ul> <p>Evaluation criteria in case of interview:</p> <ul style="list-style-type: none"> <li>- good understanding of the EU institutional framework;</li> <li>- sound knowledge of EU regulations and management systems, of ESI funds, with special reference to ETC rules and financial implementation and to Italy - Croatia CBC Programme.</li> </ul>