

## AMLA VACANCY NOTICE

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| Reference:                       | AMLA/TA/2025/08  |
| <b>Title of the position:</b>    | <b>Head of Unit AML/CFT</b>  |
| <b>Type of publication:</b>      | Inter-agency   |
| <b>Type of contract:</b>         | Temporary Agent 2(f)   |
| <b>Grade:</b>                    | [AD 9 – AD 10]<br>(To apply to this position, you must be employed in an EU agency/EU joint undertaking in a function group and grade corresponding to this grade bracket) |
| <b>Duration of contract:</b>     | Continuity of contractual conditions   |
| <b>Place of employment:</b>      | Frankfurt, Germany   |
| <b>Deadline for application:</b> | 05/06/2025, 23:59 Frankfurt time   |
| <b>Reserve list:</b>             | Approx. 3 candidates, valid until 31/12/2026   |

### 1. ABOUT THE AGENCY

Money laundering and the financing of terrorism are major concerns for the EU. They pose significant risks to the EU economy, to the integrity of the EU financial system and, even more importantly, to the security of its citizens.

The Anti-Money Laundering and Countering the Financing of Terrorism Authority (AMLA) was established in June 2024 as a new European Union body to safeguard the European Union's financial system and its citizens against money laundering and terrorist financing. It is located in Frankfurt am Main, Germany and will expand to over 400 staff members by the end of 2027. AMLA's key responsibilities include:

- Directly supervising selected financial sector entities that operate on a cross border basis and present a high risk of money laundering and terrorism financing, as well as indirectly supervising other entities in the financial and non-financial sectors.
- Supporting and coordinating the activities of Financial Intelligence Units (FIUs) by, for example, facilitating the joint analyses of cross-border cases, enabling information exchange, providing capabilities, advanced data analytics and managing the FIU.net information system.
- Complementing EU Anti-Money Laundering (AML)/Countering the Financing of Terrorism (CFT) rules by developing regulatory and implementing technical standards and issuing guidelines.

For more information about the Authority, please visit our [website](#). We are an equal opportunities employer, committed to diversity and non-discrimination.

## 2. CANDIDATE PROFILE – IS THIS JOB FOR YOU?

AMLA is organising a selection procedure for the function of Head of Unit (Middle Management) in the AML/CFT area.

### Functions and duties

As a newly established EU agency, AMLA offers a unique opportunity to shape its supervisory and policy framework. The selected candidate(s) will lead a team of AML experts and contribute to AMLA's strategic direction from its inception, in alignment with the Authority's mandate. This leadership role requires strong managerial skills, deep subject-matter expertise, and a firm commitment to safeguarding the EU's financial integrity.

As a member of AMLA's middle management, the jobholder will, under the authority of the Executive Director and/or a Board member, be responsible for, in particular:

- **Horizontal coordination:** Contribute to AMLA's strategy, policies, governance, and decision-making as a member of the middle management team.
- **Policy Development:** Coordinate the development of technical standards, guidelines, reports, opinions, and decisions related to AMLA's AML/CFT mandate. Oversee staff efforts to support the implementation of EU AML/CFT requirements by national authorities through assessments, training, and risk assessments.
- **Stakeholder Engagement:** Represent AMLA in high-level meetings and forums, strengthening cooperation with EU institutions, Member States authorities, and other stakeholders.
- **Unit Management:** Provide leadership to the AML Unit(s), ensuring effective planning and delivery of tasks aligned with AMLA's mandate, and manage the unit's work plan, including setting objectives, coordinating efforts, and fostering team development.
- **Internal Collaboration:** Work closely with other managers and team leaders to ensure effective organizational cooperation and the achievement of strategic goals.
- **Team Building:** Build and maintain strong, complementary teams, and support career development and learning opportunities for unit members.

The successful candidates might be required to perform other duties as necessary according to the evolution and development of AMLA's structure and activities.

**Job environment:** The position is based in Frankfurt am Main, Germany, in the MesseTurm building. Telework arrangements are in place, including the possibility of limited telework from abroad, in line with applicable AMLA rules. Travel abroad will be required. Additional information, including on the job environment and schooling can be obtained from the AMLA website.

## 3. ELIGIBILITY CRITERIA

Candidates will be considered eligible for this inter-agency selection for the position of temporary agent 2(f) grade AD9/AD10 on the basis of the following formal criteria to be fulfilled by the deadline for applications:

1. To be a temporary agent 2(f) who, on the closing date for applications and on the day of filling the vacant post, is employed within his/her current Agency in a grade and function group corresponding to the published function group and grade (AD9-AD10). This implies that the candidate possesses the minimum qualifications required by Article 5(3) of the Staff Regulations<sup>1</sup>, applicable by analogy to the temporary staff pursuant to Article 10(1) of the CEOS, and that the candidate is in compliance with the conditions referred to in Article 12(2), namely that:

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<sup>1</sup> A level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years.

- he/she is a national of one of the Member States of the Union and enjoys his/her full rights as a citizen;
  - he/she has fulfilled any obligations imposed on him/her by the laws concerning military service;
  - he/she produces the appropriate character references as to his/her suitability for the performance of the duties;
  - he/she is physically fit to perform his/her duties;
  - he/she produces evidence of a thorough knowledge of one of the languages of the Union and of a satisfactory knowledge of another language of the Union to the extent necessary for the performance of his/her duties;
2. To have at least 2 years' service within his/her current Agency before moving, any decision derogating from this principle shall be taken into account jointly by the two Agencies;
  3. To have successfully completed the probationary period provided for in Article 14 of the CEOS, in the relevant function group.

#### 4. SELECTION CRITERIA

Candidates will be considered for the selection phase based on the following **essential criteria**, to be fulfilled on the closing date for applications:

- Suitability to perform the tasks under "function and duties";
- Proven experience of at least 5 years in a managerial role

**Moreover, the following competencies will be assessed during the selection process:**

- General Management skills;
- Ability to guide and coach colleagues to achieve common goals;
- Excellent organisational and planning skills;
- Ability to think strategically;
- Ability to establish and develop good inter-personal relations with a broad range of stakeholders in cross-cultural environments;
- Negotiation skills;
- Excellent communication and drafting skills in English.

#### 5. PAY AND BENEFITS

Inter-Agency mobility foresees that the selected Temporary Agent shall conclude a contract of employment with AMLA which ensures continuation of his/her employment and career in the category of TA 2(f). That contract shall be concluded without interruption of the contract concluded with the Agency of origin ("the preceding contract") and shall fulfil the following requirements, in particular:

- **The same grade and the same seniority in the grade as the preceding contract,**
- **The same step and the same seniority in step as the preceding contract.**

If the candidate has an indefinite contract with its current agency, he/she will get an indefinite contract with AMLA. If the candidate has a fixed-term contract, the end date of the contract concluded with AMLA and of the preceding contract shall be the same.

Contract duration policy in AMLA is 3 years + 3 years + indefinite.

Please note that the correction coefficient<sup>2</sup> for Frankfurt is currently 102.2%. This correction coefficient is updated each year (July).

The rights and entitlements inherent to the country of employment will be adapted accordingly.

## 6. APPLICATION AND SELECTION PROCEDURE

For application to be valid, candidates must submit the following documents in Word, PDF or similar:

- A complete and detailed curriculum vitae in English
- A motivation letter in English

**Applications must be sent by e-mail to the functional mailbox [careers@amla.europa.eu](mailto:careers@amla.europa.eu) by 5 June 2025, 23h59 Frankfurt time, under the subject "Application AMLA/TA/2025/08".**

Applications that are incomplete or sent after the deadline will not be taken into consideration.

No supporting documents (certified copies of degrees/diplomas, references, proof of experience) should be sent at this stage, but you may be requested to submit them at a later stage of the procedure.

An assessment of whether candidates meet the eligibility criteria will be carried out in accordance with the requirements as specified in the vacancy notice. Candidates are invited to be as detailed and as clear as possible when describing their professional experience and specific skills and competences in their application. Candidates who do not fulfil one or more of the eligibility and essential selection criteria at the closing date for applications, will be disqualified. All candidates will be informed of the decision.

Following the initial assessment of the applications, the most suitable candidates for the post will be invited to an interview with the selection committee.

The interview will assess:

- The candidate's motivation and understanding of the position;
- The candidate's skills with reference to the job description;
- The candidate's knowledge of the field in which the Agency operates;
- The candidate's general aptitudes and language abilities as necessary for the performance of their duties.

Additionally, pre-selected candidates may be required to demonstrate their management skills in an assessment centre run by an external provider. This phase will enable the selection committee to carry out an assessment of the pre-selected candidates according to the selection criteria mentioned in the vacancy notice.

**Reserve list and recruitment following the previous steps:** a reserve list will be set up. Each candidate will be informed by email whether or not he/she has been placed on the reserve list. The validity of the reserve list is valid until 31/12/2026 and may be extended.

## 7. EQUAL OPPORTUNITIES

AMLA is an equal opportunity employer and strongly encourages applications from all candidates who fulfil the eligibility criteria and are interested in the position. It ensures that its recruitment procedures do not discriminate on the grounds of gender, colour, race, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, nationality, age, sexual orientation or gender identity.

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<sup>2</sup> The correction coefficient is a specific weighting applied to your pay to offset the higher or lower costs of living compared with Brussels.

## 8. REQUEST FOR REVIEW AND APPEAL PROCEDURE

Pursuant to Article 90(2) of the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union, a candidate may submit a complaint against an act affecting him/her adversely. The complaint must be lodged within three months from the date of notification to the following address:

Authority for Anti-Money Laundering and Countering the Financing of Terrorism (AMLA)  
For the attention of the ad interim Executive Director, Mr Dominique THIENPONT  
MesseTurn  
Friedrich-Ebert-Anlage 49  
D-60308 Frankfurt am Main  
GERMANY

Should the complaint be rejected, pursuant to Article 270 of the Treaty on the Functioning of the European Union and Article 91 of the Staff Regulations of Officials and the Conditions of Employment of Other Servants of the European Union, a candidate may request judicial review of the act. The appeal must be lodged within three months from the date of notification to the following address:

### [Court of Justice of the European Union](#)

Registry of the Court  
Rue du Fort Niedergrünewald  
L-2925 Luxembourg  
LUXEMBOURG

Any citizen of the European Union or any natural or legal person residing in a Member State may make a complaint about maladministration pursuant to Article 228(1) of the Treaty of the Functioning of the European Union. The complaint must be lodged within two years of becoming aware of the facts on which the complaint is based on, to the following address:

### [European Ombudsman](#)

1 Avenue du Président Robert Schuman  
CS 30403  
F-67001 Strasbourg Cedex  
FRANCE

Please note that complaints to the European Ombudsman do not have the effect of suspending the period mentioned in Articles 90 and 91 of the Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Union for lodging complaints or submitting an appeal pursuant to Article 270 of the Treaty on the Functioning of the European Union. Please note also that under Article 2(4) of the [General conditions governing the performance of the Ombudsman's duties](#), any complaint lodged with the European Ombudsman must be preceded by the appropriate administrative approaches to the institutions and bodies concerned.

## 9. 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 data. This applies in particular to the confidentiality and security of such data. For more information, please check the data protection notice on [Personal Data Protection Policy - AMLA](#).