

PRESENTED BY EU TRAINING

2021

**ADMINISTRATORS / INVESTIGATORS / EXPERTS
EPSO EXAMS INFORMATION WEBCAST**



8 OCTOBER 2021

TODAY'S SPEAKER

EU Training Co-founder

Author of Europe's best selling prep
book: *The Ultimate EU Test Book*

Co-author of: *The Ultimate EU Test
Book - Assessment Centre edition*

Former EU Official



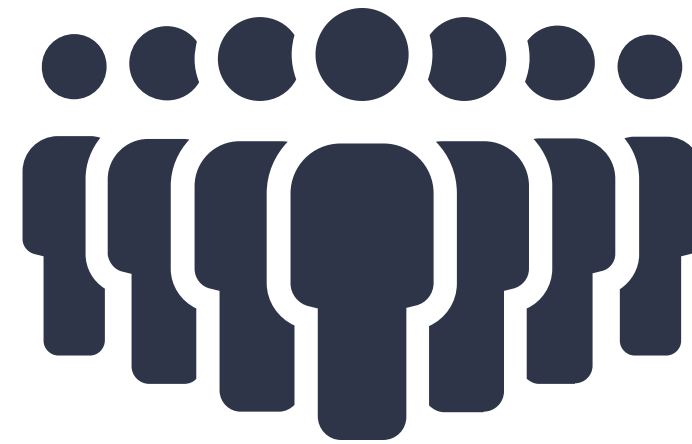
ANDRÁS BANETH

OPEN

ABOUT EU TRAINING



OUR COMMUNITY



100,000+
Registered Users

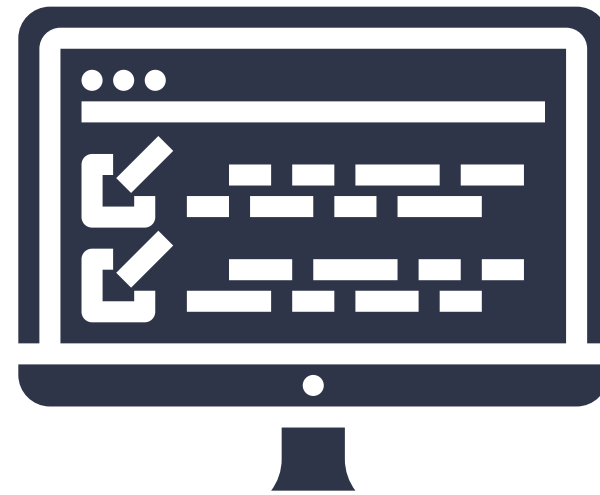


55,000+
Fans on Facebook
facebook.com/eustraining

TEST PACKAGES



25,000+
Question Database



Over 17 Million
Questions Used



WEBINARS



Over 100
Hours



10,000+
Participants



TWO competitions have been released...

**ANTI-FRAUD
INVESTIGATORS
& EXPERTS
(EPSO/AD/394/21)**

**ADMINISTRATORS
IN DIGITAL
FORENSICS AND
IN OPERATIONAL &
STRATEGIC ANALYSIS
(EPSO/AD/395/21)**



**WHERE WILL
YOU WORK?**



PLACE OF WORK

European Commission

European Anti-Fraud Office (OLAF).

BRUSSELS





APPLICATION



COMpetition

EPSO / AD / 394 / 21

ANTI-FRAUD INVESTIGATORS & EXPERTS



POSITIONS AVAILABLE

ANTI-FRAUD INVESTIGATORS & EXPERTS COMPETITION: (EPSO/AD/394/21)

Anti-fraud investigations and operations in EU expenditure and anti-corruption

Investigators AD7 **35**

Experts AD9 **9**

Anti-fraud investigations and operations in customs & trade, tobacco and counterfeit goods

Investigators AD7 **15**

Experts AD9 **9**

*This competition covers 2 grades and 2 fields - you can ONLY APPLY TO ONE GRADE & FIELD



COMpetition

EPSO / AD / 395 / 21

ADMINISTRATORS AD7



POSITIONS AVAILABLE

ADMINISTRATORS COMPETITION: (EPSO/AD/395/21)

AD7

Digital Forensics	20
Operational & Strategic Analysis	20

*This competition covers 2 fields - you can ONLY APPLY TO ONE FIELD

APPLY BEFORE 9 November 2021





**ARE YOU
ELIGIBLE?**

GENERAL CONDITIONS

- Must have EU citizenship
- Completed military service requirements
- Meet the character requirements of the job



LANGUAGE RULES

LANGUAGE 1

Any of the 24 official EU languages (minimum C1 level)

LANGUAGE 2

Must be English OR French (minimum B2 level)

LANGUAGE 1 & 2 MUST BE DIFFERENT!





COMpetition

EPSO / AD / 394 / 21

ANTI-FRAUD INVESTIGATORS & EXPERTS



QUALIFICATIONS

FIELD 1: Anti-Fraud Investigations and Operations in EU Expenditure & Anti-Corruption

Anti-Fraud Investigator

AD7

Completed university studies of at least **4 years** with a diploma.
PLUS a minimum of **6 years** relevant professional experience as an investigator, police officer or other professional carrying out investigations targeting financial crime, public corruption or ensuring the defence of public financial interests,

OR

Completed university studies of at least **3 years** with a diploma.
PLUS a minimum of **7 years** relevant professional experience as an investigator, police officer or other professional carrying out investigations targeting financial crime, public corruption or ensuring the defence of public financial interests,



QUALIFICATIONS

FIELD 1: Anti-Fraud Investigations and Operations in EU Expenditure & Anti-Corruption

Anti-Fraud Expert

AD9

Completed university studies of at least **4 years** with a diploma.

PLUS a minimum of **10 years** relevant professional experience in this field of activity carrying out investigations concerning fraud or irregularities detrimental to national or EU financial interests.

These 10 years must comprise at least 3 years of professional experience in managing complex investigations (Such as: trans-border investigations, multi perpetrator investigations including at national level, complex modus operandi, very sensitive investigations, investigations in international environments).

OR

Completed university studies of at least **3 years** with a diploma.

PLUS a minimum of **11 years** relevant professional experience in this field of activity carrying out investigations concerning fraud or irregularities detrimental to national or EU financial interests.

These 11 years must comprise at least 3 years of professional experience in managing complex investigations (Such as: trans-border investigations, multi perpetrator investigations including at national level, complex modus operandi, highly sensitive investigations, investigations in international environments).

QUALIFICATIONS

FIELD 1: Anti-Fraud Investigations and Operations in EU Expenditure & Anti-Corruption

For grades AD 7 and AD 9, candidates must have acquired their professional experience as investigator, police officer or other professional in a law enforcement agency or body, in the judiciary or the public administration of a Member State, in a European Union institution, agency or body or within the investigative part of an intergovernmental organisation or multinational corporation.

The professional experience as investigator, police officer or other professional needs to be discernible from the candidates' contract, job description or other relevant document.

The investigative tasks should be supported by job-related evidence.



QUALIFICATIONS

FIELD 2: Anti-Fraud Investigations and Operations in Customs & Trade, Tobacco and Counterfeit Goods

Anti-Fraud Investigator

AD7

Completed university studies of at least **4 years** with a diploma.
PLUS a minimum of **6 years** relevant professional experience as an investigator, police or customs officer or other professional investigating fraud or irregularities affecting the national or EU financial interests,

OR

Completed university studies of at least **3 years** with a diploma.
PLUS a minimum of **7 years** relevant professional experience as an investigator, police or customs officer or other professional investigating fraud or irregularities affecting the national or EU financial interests,



QUALIFICATIONS

FIELD 2: Anti-Fraud Investigations and Operations in Customs & Trade, Tobacco and Counterfeit Goods

Anti-Fraud Expert

AD9

Completed university studies of at least **4 years** with a diploma.

PLUS a minimum of **10 years** relevant professional experience in this field of activity carrying out investigations concerning fraud or irregularities detrimental to national or EU financial interests.

These 10 years must comprise at least 3 years of professional experience in carrying out complex investigations (Such as: trans-border investigations, multi perpetrator investigations including at national level, complex modus operandi, very sensitive investigations, investigations in international environments).

OR

Completed university studies of at least **3 years** with a diploma.

PLUS a minimum of **11 years** relevant professional experience in this field of activity carrying out investigations concerning fraud or irregularities detrimental to national or EU financial interests.

These 11 years must comprise at least 3 years of professional experience in carrying out complex investigations (Such as: trans-border investigations, multi perpetrator investigations including at national level, complex modus operandi, highly sensitive investigations, investigations in international environments).

QUALIFICATIONS

FIELD 2: Anti-Fraud Investigations and Operations in Customs & Trade, Tobacco and Counterfeit Goods

For grades AD 7 and AD 9, candidates must have acquired their professional experience in customs services, in a law enforcement agency of a Member State or in an EU institution competent for investigating fraud and irregularities detrimental to the European Union's or the Member States' financial interests or within the investigative part of an intergovernmental organisation or a multinational corporation.

The professional experience as investigator, police officer or other professional needs to be stated as such in the candidates' contract, job description or any other relevant document.



QUALIFICATIONS

Anti-Fraud Investigators & Experts Competition

For all grades and fields of this competition, professional experience is only relevant if:

- Acquired AFTER the diploma was obtained.
- It is PROPERLY IDENTIFIED as investigative experience in the supporting documents (job description, employment contract, statutory link with the national or international administration).





COMpetition

EPSO / AD / 395 / 21

ADMINISTRATORS AD7



QUALIFICATIONS

FIELD 1: Administrators in Digital Forensics

Completed university studies of at least **4 years** with a diploma relevant to the duties as indicated in Annex I.
PLUS a minimum of **6 years** professional experience as a digital forensics examiner in support of investigations targeting corruption and/or financial crime.

OR

Professional training/qualification equivalent to **European Qualification Framework level 7**, and relevant to the duties as indicated in Annex I, that is recognised by a Member State or public national/international body.
PLUS a minimum of **6 years** professional experience as a digital forensics examiner in support of investigations targeting corruption and/or financial crime.

OR

Completed university studies of at least **3 years** with a diploma relevant to the duties as indicated in Annex I.
PLUS a minimum of **7 years** professional experience as a digital forensics examiner in support of investigations targeting corruption and/or financial crime.

OR

Professional training/qualification equivalent to **European Qualification Framework level 6**, and relevant to the duties as indicated in Annex I, that is recognised by a Member State or public national/international body.
PLUS a minimum of **7 years** professional experience as a digital forensics examiner in support of investigations targeting corruption and/or financial crime.

QUALIFICATIONS

FIELD 1: Administrators in Digital Forensics

Candidates must have proven experience with a wide range of forensic methods, including data carving and live forensics and, in particular, experience with the forensic acquisition and examination of data from mobile devices.

Candidates must also have proven practical experience with forensic tools such as X-ways, FTK, Nuix, XRY, UFED.

In addition, the experience with the following tools would be an advantage:
EnCase, Paraben, Greykey, Axiom, or similar tools.



QUALIFICATIONS

FIELD 2: Administrators in Operational & Strategic Analysis

Completed university studies of at least **4 years** with a diploma relevant to the duties as indicated in Annex I. PLUS a minimum of **6 years** professional experience as an analyst supporting investigations targeting corruption and/or financial crime or as a strategic analyst supporting anti-fraud policy

OR

Professional training/qualification equivalent to **European Qualification Framework level 7**, and relevant to the duties as indicated in Annex I, that is recognised by a Member State or public national/international body. PLUS a minimum of **6 years** professional experience as an analyst supporting investigations targeting corruption and/or financial crime or as a strategic analyst supporting anti-fraud policy,

OR

Completed university studies of at least **3 years** with a diploma relevant to the duties as indicated in Annex I. PLUS a minimum of **7 years** professional experience as an analyst supporting investigations targeting corruption and/or financial crime or as a strategic analyst supporting anti-fraud policy

OR

Professional training/qualification equivalent to **European Qualification Framework level 6**, and relevant to the duties as indicated in Annex I, that is recognised by a Member State or public national/international body. PLUS a minimum of **7 years** professional experience as an analyst supporting investigations targeting corruption and/or financial crime or as a strategic analyst supporting anti-fraud policy,

QUALIFICATIONS

FIELD 2: Administrators in Operational & Strategic Analysis

Candidates must have proven experience of specific data analysis tools (Elasticsearch, i2suite, Intella, Maltego, Codebase, Zylab, MSSQL server or Oracle SQL), data visualisation/mapping tools (BO), strategic analysis software (Tableau) and/or programming languages and/or knowledge on natural language processing (NLP).

Candidates must also have proven practical experience in a wide range of analytical techniques (OSINT, social networks analysis, data and text mining, financial analysis, etc.) and/or experience with gathering, collation and analysis of quantitative/qualitative data for the purpose of strategic analysis.





**WHY IS THIS
A GREAT
OPPORTUNITY?**

Attractive Salaries



Good Benefits



Health
Insurance



European
Schools





HOW TO GET ONE OF THESE JOBS



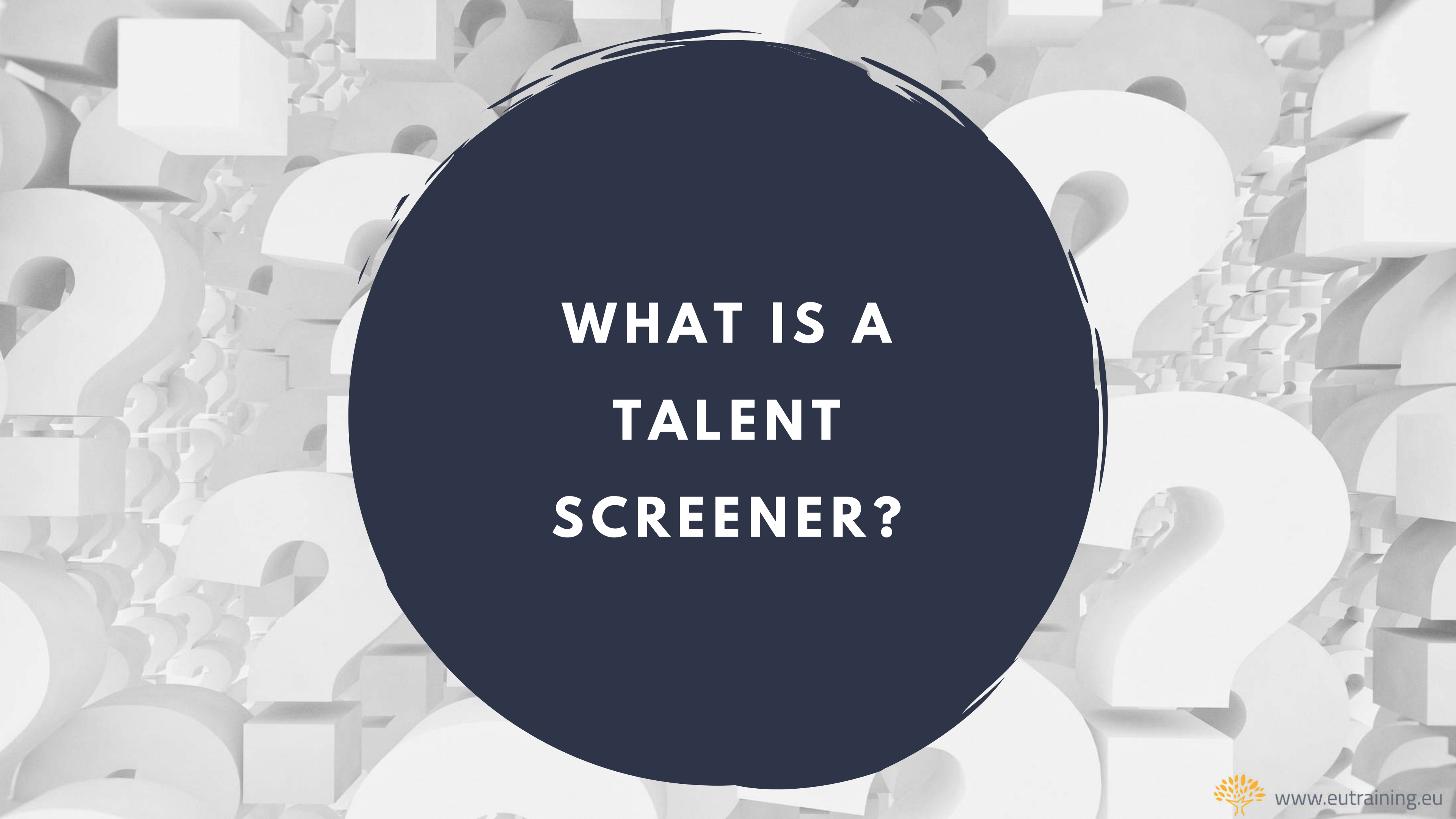
STEP ONE

APPLICATION PROCESS

- Eligibility declaration
- Pick your Language 1 & 2
- Application can be submitted in any of the 24 EU languages
- BUT the **Talent Screener** needs to be in either **English OR French**.

VALIDATE BY APPLICATION DEADLINE

9 NOVEMBER 2021



**WHAT IS A
TALENT
SCREENER?**



**HOW IS THE
TALENT SCREENER
SCORED?**



**HOW DO YOU
MAXIMISE YOUR
TALENT SCREENER
SCORE?...**



A FEW TIPS...

Try to answer 'YES' as much as possible, but only if you can back it up with truthful and relevant information.

Provide lots of valuable information, but give only relevant and meaningful answers. Leave out space fillers.

Concrete vs. Abstract answers.
Scores are based on hard evidence - facts, figures, places and dates.

Do not copy-paste previous answers. You can use the same experience again if you can manage to present it from a different angle than before.

A FEW TIPS...

Readability and clear communication will influence your assessors' understanding of your professional background:

- Use a structured layout with bullet points.
- Clear references.
- Short but to-the-point descriptions.

EU institutions and EPSO are formal and terminology-driven. Learn the lingo and use it.

What's in it for them...make sure to link your personal background and work experience with the needs of the EU or institution you are applying to.

If you want to write a stellar Talent Screener view this webinar recording:
"Everything You Need To Know About EPSO's Talent Screener"

STEP TWO

NO

Pre-Selection CBT
Exam stage for either
competition!

TALENT SCREENER REVIEW

Will only be scored for those candidates that are deemed eligible as described under the section 'Am I eligible to apply?' of the Notice of Competition.



STEP THREE

ASSESSMENT CENTRE

Approximately 3 times the number of candidates sought for each field and grade will be invited.

Tests: Language 1 & 2

Location: online or in-person





COMPUTER-BASED MULTIPLE-CHOICE REASONING TESTS



Verbal
Reasoning



Numerical
Reasoning



Abstract
Reasoning



VERBAL REASONING



Language 1

Questions

20

Minutes

35

Text
Passage

Question

Four
Statements

One Correct
Answer

Outside
Information

Generalisations

Possibility
vs. Fact

Similar
Wording



NUMERICAL REASONING

Language 1

Questions

10

Minutes

20

Data
Interpretation

Reasoning

(Estimation)

Calculation



ABSTRACT REASONING

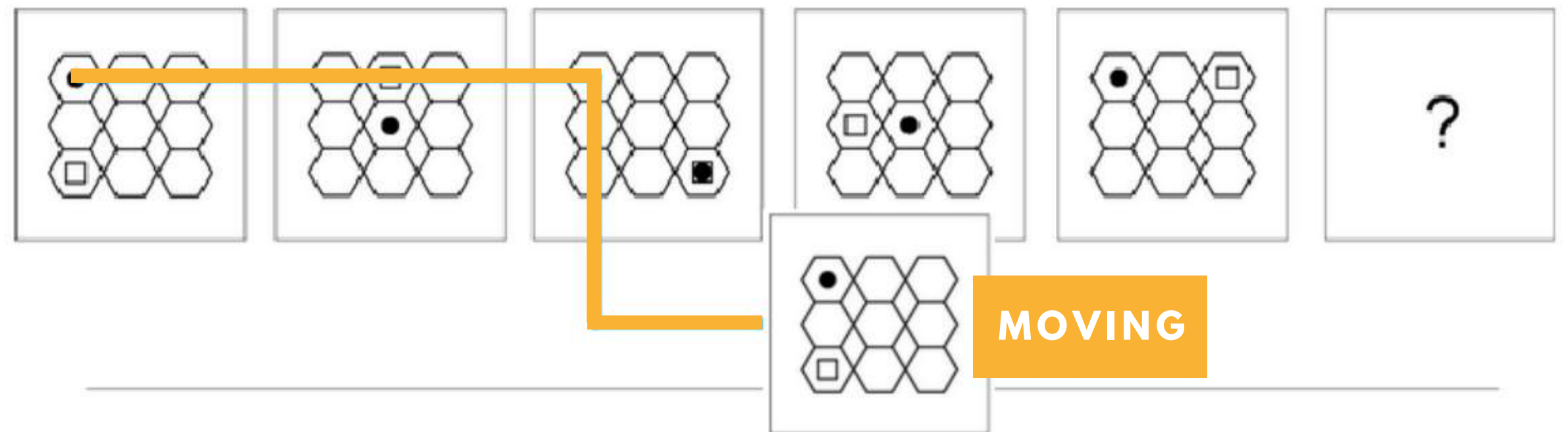
Language 1

Questions

10

Minutes

10



- A
- B
- C
- D
- E



CBT SCORING

PASS MARK IS ENOUGH!

Pass Mark: 10/20

VERBAL
REASONING
0/20

Pass Mark: COMBINED 10/20

NUMERICAL
REASONING
0/10

ABSTRACT
REASONING
0/10

Need to attain the pass marks in this exam to be invited to sit the other Assessment Centre tests.

CBT scores will NOT be added to your final Assessment Centre score.



ASSESSMENT CENTRE TASKS

8 General Competencies will be tested through two exercises:



Case Study
Exam



Competency-Based
Interview (CBI)

LANGUAGE 2



ASSESSMENT CENTRE TASKS

Field-Related Competencies will
be assessed by one exercises:



Field-Related
Interview

LANGUAGE 2



ASSESSMENT CENTRE SCORING

Pass Mark: 40/80

8 GENERAL
COMPETENCIES
(each worth 10 points)

Pass Mark: 50/100

FIELD-RELATED
INTERVIEW
0/100

Those who get the highest overall score
will make it onto the RESERVE LIST.



SUCCESS!

RESERVE LIST

**Number of
places on the
Reserve List**

Validity

Recruitment





HOW TO GET THE JOB?

PRACTICE FOR 10-12 WEEKS

PREPARE FOR 1-HOUR PER DAY OR 10-HOURS PER WEEK

LEARN TEST METHODOLOGY

PERSISTENCE IS KEY

DO LOTS OF TEST SIMULATIONS





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SIMULATED PRACTICE TESTS

- Verbal Reasoning - 24 LANGUAGES!
- Numerical Reasoning
- Abstract Reasoning

- Case Study Simulations + Evaluation
- CBI Workshops

WWW.EUTRAINING.EU

WEBINARS...

FREE - BEGINNER'S GUIDE WEBINARS:

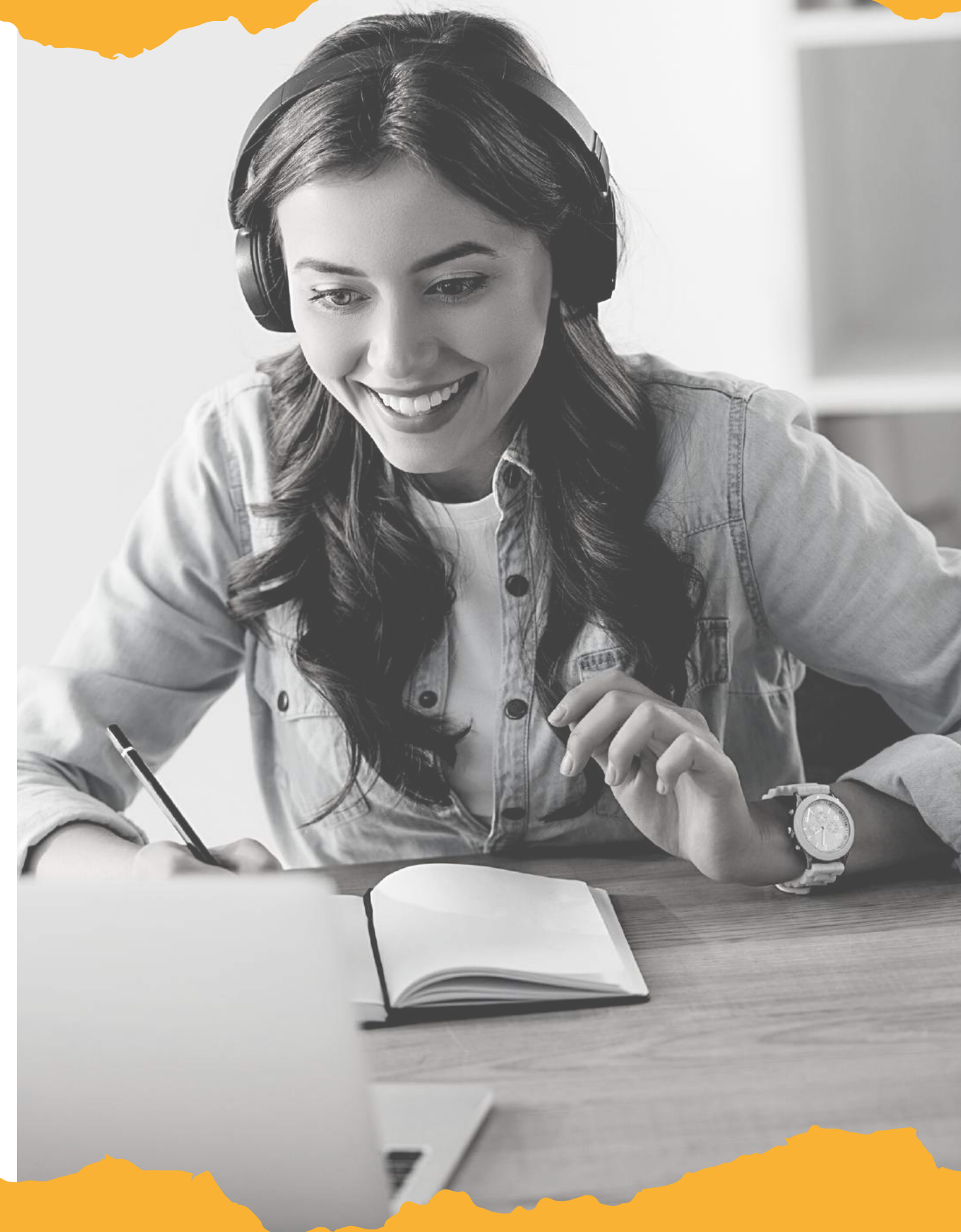
- Beginner's Guide To The EPSO Verbal Reasoning Test
- Beginner's Guide To The EPSO Numerical Reasoning Test
- Beginner's Guide To The EPSO Abstract Reasoning Test

PRO TIPS WEBINARS:

- Pro Tips For The EPSO Verbal Reasoning Test
- Pro Tips For The EPSO Numerical Reasoning Test
- Pro Tips For The EPSO Abstract Reasoning Test

OTHER:

- Maths Refresher For Numerical Reasoning
- Case Study Insights



A WEALTH OF RESOURCES



**FREE
E-BOOKS**



**LOTS OF
TIPS & TRICKS**



**FREE
DEMO TESTS**



**TRAINING
SESSIONS**



**PERSONAL
COACHING**

WWW.EUTRAINING.EU

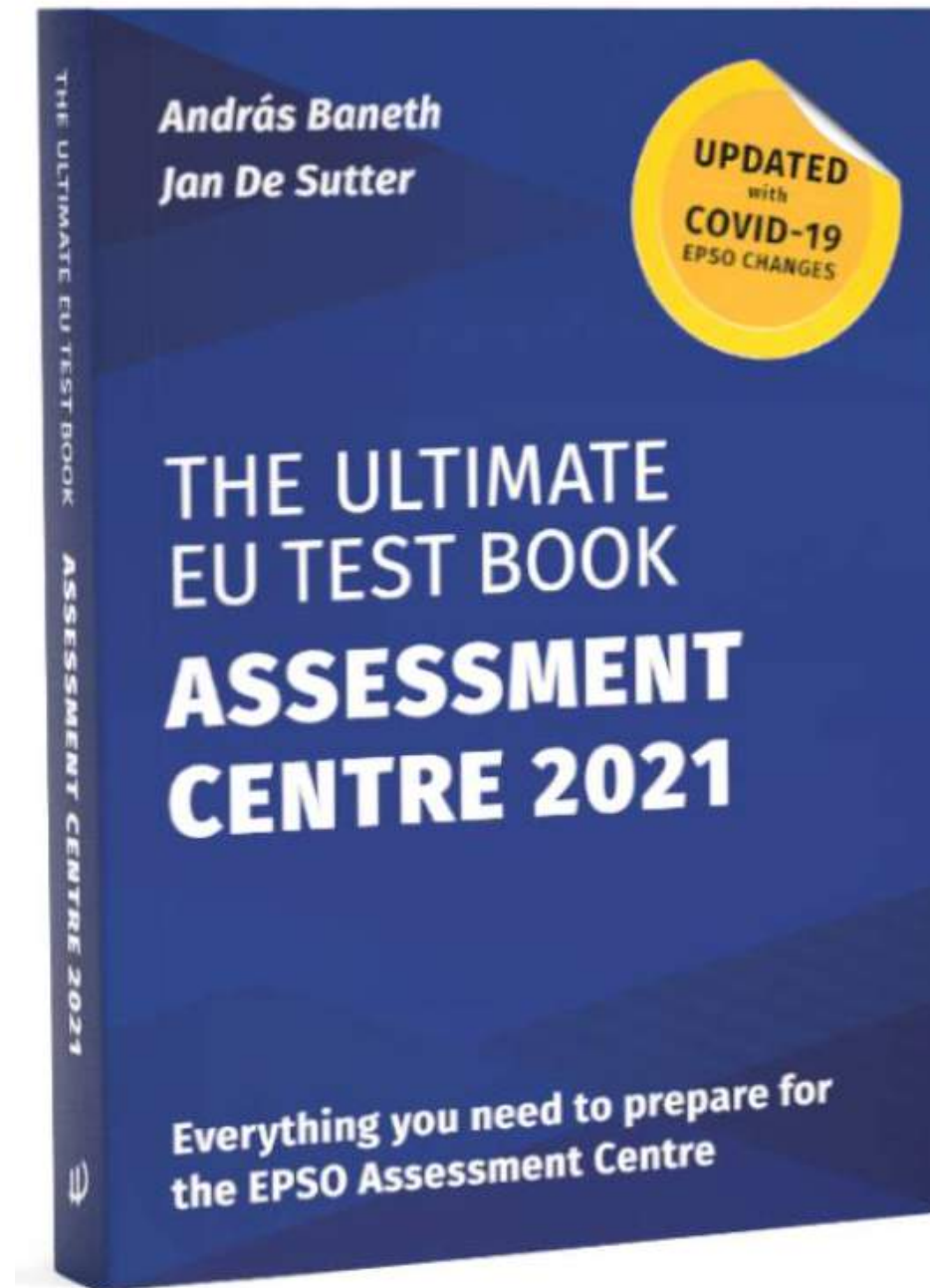
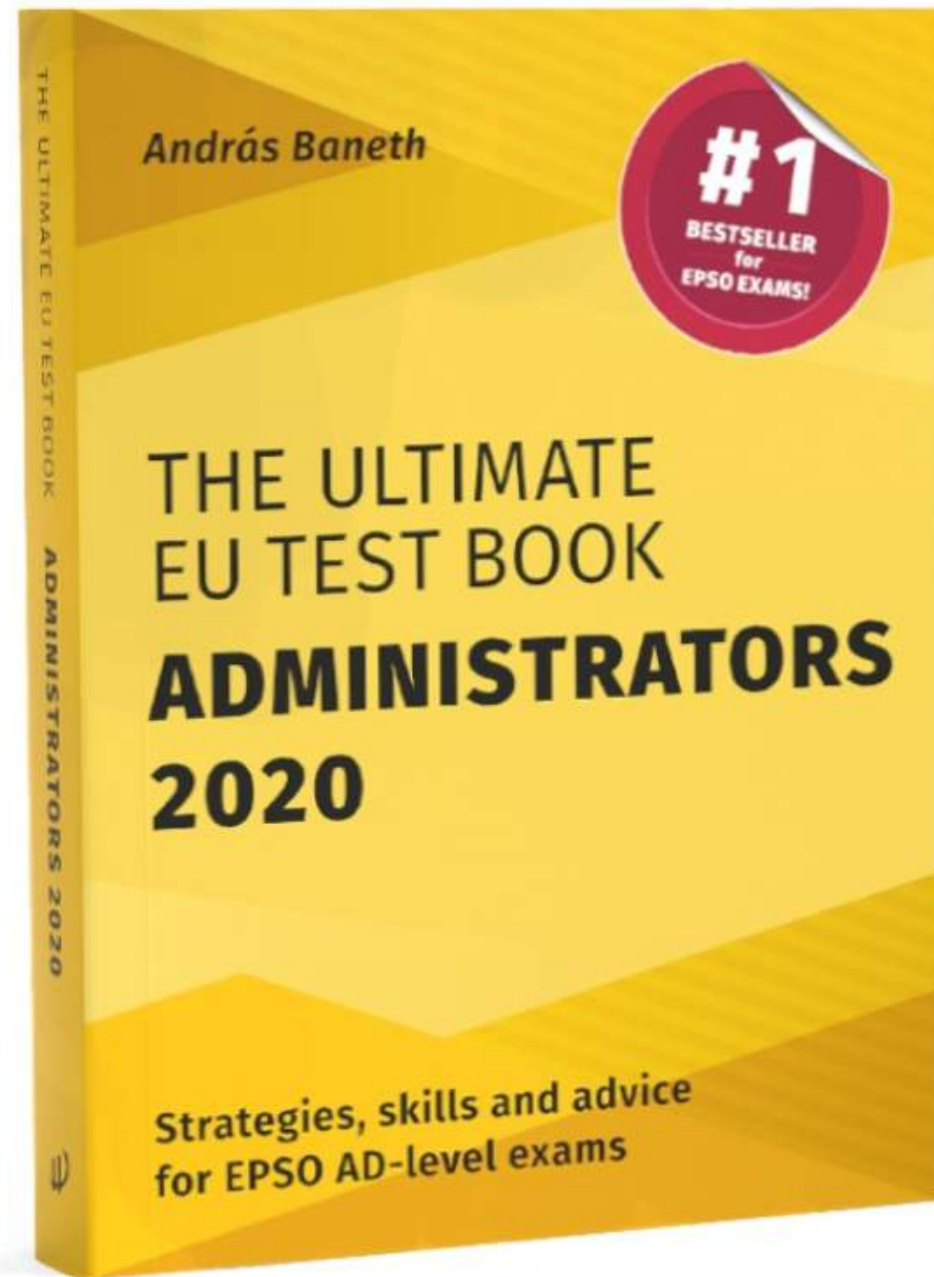
Join an EPSO community.

"ADMINISTRATORS IN DIGITAL FORENSICS + OPERATIONAL ANALYSIS - EPSO EXAMS" FACEBOOK PAGE

"INVESTIGATORS / EXPERTS IN ANTI-FRAUD - EPSO EXAMS" FACEBOOK PAGE

Engage with other candidates and learn from their experiences.

BOOKS



THANK YOU

CONTACT FOR FREE ADVICE:
SUPPORT@SUPPORT.EUTRAINING.EU

Please note that the official source of information on EU competitions is the European Personnel Selection Office (EPSO). We do everything in our power to provide you with the most accurate and up-to-date information possible.

