

Florence, 21/05/2007

**VACANCY NOTICE AUX/2/2007**

**Nature of post: 1 contract post for auxiliary tasks – FG II - Accounting Service**

**Unit to which post is attached: Accounting Service**

**Duration of contract: six months full-time, with possibility of renewal.**

**Description of duties: contract staff for auxiliary tasks: basic accounting, filing, and other equivalent tasks under the supervision of permanent or temporary staff**

**Qualifications required:**

- Being a national of the European Union, or a national of third countries having acquired the status of long term resident on the basis of the EU Directive 2003/109/EC;
- A level of post-secondary education attested by a diploma;
- Book-keeping skills, attested by a diploma, or equivalent experience;
- Work experience in a university or research environment will constitute an advantage;
- Familiarity with the use of computers and office automation software;
- Ability to work as part of a multinational team;
- Excellent knowledge of English and Italian.

**The net monthly salary:**

The net monthly salary after taxes, calculated on a full-time basis, is approx. Euro 1925. In addition, when conditions as laid down by the Statutes are applicable, there are family allowances - household allowance, dependent child allowance, education allowance – and expatriation allowance (approx. 16% of salary).

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The European University Institute is an equal opportunity employer.

Applications (for which there is no form to fill in) should refer to vacancy notice AUX/2/2007 and should be sent, accompanied by relevant documents, to:

Ms Sarah Ludemann  
Personnel Service  
European University Institute  
Via dei Roccettini 9  
I-50014 San Domenico di Fiesole – Italy

Fax: (+39) 055 4685293  
e-mail: [applyadm@eui.eu](mailto:applyadm@eui.eu)

DEADLINE **FOR RECEIPT** OF APPLICATIONS: **5 June 2007**



Marco DEL PANTA