

**EUROPEAN DEFENCE AGENCY  
( E D A )**

**Vacancy notice  
(Agency's Temporary Staff)**

Post:	Project Officer Land Systems Technologies
Type of post :	Temporary agent post
Grade :	AD11
Management of staff:	N.A.
Location:	Brussels
Indicative starting date:	1 March 2019
Level of Security Clearance:	SECRET UE/EU SECRET

<b>Closing date for applications</b>	<b>4 April 2018</b>
--------------------------------------	---------------------

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website <http://www.eda.europa.eu> - vacancies. Please note that to make an EDA on-line application you will need to create your EDA profile using a valid e-mail address and a password.

## 1. BACKGROUND

The European Defence Agency was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency.

The Agency has its headquarters in Brussels.

The main task of the EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. Three operational directorates: Cooperation Planning & Support; Capability, Armaments & Technology; and European Synergies & Innovation and the Corporate Services Directorate.

## 2. THE AGENCY'S WAY OF WORKING

The Agency is an "outward-facing" organisation, constantly interacting with its shareholders, the participating Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all the Agency's functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

## 3. THE CAPABILITY, ARMAMENT & TECHNOLOGY DIRECTORATE

The Capability, Armament & Technology directorate prepares the programmes of tomorrow by maximising synergies between capabilities, armaments and Research & Technology. The directorate brings together the Agency's work in the areas of: Information Superiority (Communication & Information Systems, Surveillance & Reconnaissance, Space, Cyber Defence; Air (Remotely Piloted Aircraft Systems, Air-to-Air Refuelling, airlift and aerial systems technologies); Land and Logistics (Counter-IED, armoured systems, camp protection and land systems technologies, land systems, ammunitions, medical support and deployability); Maritime (Maritime Surveillance, Mine Counter Measures and naval systems technologies); and the Joint domain (mobility, transport, medical and Ammunition). Particular attention is given to identifying future Critical Defence Technologies needed to support military capabilities.

## 4. DUTIES

Under the overall supervision of the Director CAT and the Head of Unit Land & Logistics, the jobholder will contribute to the following activities:

- moderate and steer the CapTech Ground Systems (Land) and related Electronic Fora on the EDA Collaborative Platform and the Project and Portfolio Management platform;
- contribute to the further development of the Capability Development Plan (CDP) in order to define capability-led priorities and projects with R&T initiatives;

- maintain and update the Strategic Research Agenda (SRA) synthesizing R&T priorities and identifying ways to address them, including to contribute to the Overarching Strategic Research Agenda (OSRA);
- contribute to and/or support land-related defence research activities under the European Commission (Preparatory Action on Defence Research and its follow on programme);
- contribute to technology watch in the area of responsibility;
- contribute to improve the linkage between capability development and the system-related R&T activities;
- promote, support and manage research projects, including contracting, monitoring and evaluation activities under the responsibility of the CAT Directorate;
- prepare, launch and follow the tenders and contracts related to studies in support of CapTech Land activities;
- collaborate with representatives and experts from the participating Member States;
- liaise with companies and industry involved in defence R&T;
- define and organise experts' ad-hoc meetings and workshops to prepare projects or programmes;
- represent the Agency in security and defence related conferences, seminars and workshops;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to development of the EDA's structure and activities, and the decisions of EDA management.

## 5. QUALIFICATIONS AND EXPERIENCE REQUIRED

### a. Conditions for eligibility

- be a national of a Member State participating in the Agency;
- be entitled to his/her full rights as a citizen;
- have completed any obligations imposed on him/her by the laws concerning military service;
- produce the appropriate character references as to his/her suitability for the performance of his/her duties;
- be physically fit to perform his/her duties;
- have a thorough knowledge of one of the languages of the participating Member States and a satisfactory knowledge of another of these languages to the extent necessary to discharge his/her duties;
- have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of his/her duties within the Agency;
- hold a valid Personnel Security Clearance Certificate (national or EU PSC at SECRET UE/EU SECRET level). Personnel Security Clearance Certificate' (PSCC) means a certificate issued by a competent authority establishing that an individual is security cleared and holds a valid national or EU PSC, and which shows the level of EUCI to which that individual may be granted access (CONFIDENTIEL UE/EU CONFIDENTIAL or above), the date of validity of the relevant PSCC and the date of expiry of the certificate itself. Note that the necessary procedure for obtaining a PSCC can be initiated on request of the employer only, and not by the individual candidate.);
- have 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 or be a graduate of a national or international Defence College.

### b. Essential selection criteria

#### (1) Professional

The candidate will be required to demonstrate that he/she has:

- a thorough understanding of and professional experience in the international defence environment;
- specific knowledge in the area of Ground Systems in the Security & Defence context, including land vehicles, unmanned ground systems, soldiers systems or other land-related topics (C-IED, ground mobility or open architecture) on system and subsystems levels;
- familiarity with defence analysis and business case development, including balance of investment studies, combined operational effectiveness and investment appraisals and performance studies, whole life cycle improvement, benchmarking and best practice;
- a track record of working on R&T activities in government, academia or private companies;
- experience in international R&T project management;
- experience of collaboration in the EU institutional framework;
- familiarity with EU R&T programmes and policies;
- knowledge and understanding of Military Capability Development and Defence Research processes, including the related prioritisation.
- a track record of delivering successful business outcomes;
- a very good knowledge of written and spoken English.

#### (2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- a strong sense of duty and responsibility;
- ability to work in a team and independently in his/her area of responsibility;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- strong conceptual, compositional, interpersonal, and analytical skills;

- strong conceptual, compositional, interpersonal, and analytical skills;
- planning, chairing and conducting meeting skills;
- good communication skills;
- genuine commitment to the Agency's objectives.

### **(3) Desirable**

The following would be considered an advantage:

- a minimum of 12 years of professional experience acquired after the award of the qualification required;
- knowledge of land technologies in the military and commercial off-the-shelf domain, for EU and NATO;
- hold a (recognized) Project Management qualification.

## **6. INDEPENDENCE AND DECLARATION OF INTEREST**

The Project Officer Land Systems Technologies will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to his/her independence.

## **7. APPOINTMENT AND CONDITIONS OF EMPLOYMENT**

The Project Officer Land Systems Technologies will be appointed by the Chief Executive.

Recruitment will be as a member of the temporary staff of the Agency for a four-year period (unless a shorter period is mutually agreed between the parties). Renewal is possible within the limits set out in the EDA Staff Regulations. The successful candidate will be recruited as AD11.

The pay for this position consists of a basic salary of 9.875,37 € supplemented with various allowances, including as applicable expatriation or family allowances. The successful candidate will be graded on entry into service according to the length of his/her professional experience. Salaries are exempted from national tax, instead an Agency tax at source is paid. For further information on working conditions please refer to:

<https://www.eda.europa.eu/jobs/WorkingatEDA>

Failure to obtain the requisite security clearance certificate before the expiration of the probationary period may be cause for termination of the contract.

Candidates are advised that part of the recruitment process includes medical analyses and physical check-up with an Agency's Medical Adviser.

Applications are invited with a view to establishing a reserve list for the post of Project Officer Land Systems Technologies at the EDA. This list is valid until 31/12/2019, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a post in the EDA according to their competences in relation to the specific requirements of the vacant post.

Inclusion on the reserve list does not imply any entitlement of employment in the Agency.

## **8. EQUAL OPPORTUNITIES**

The EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

## **9. APPLICATION PROCEDURE**

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline.

When applying, candidates from Ministries of Defence or other governmental entities are encouraged to inform their national administration.

A selection committee will be appointed. Please note that the selection committee's internal proceedings are strictly confidential and that any contact with its members is forbidden.

If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile.

For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to [recruitment@eda.europa.eu](mailto:recruitment@eda.europa.eu).

## **10. DATA PROTECTION**

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EC) N° 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA.

More information on personal data protection in relation to selection and recruitment can be found on the EDA website:

<http://www.eda.europa.eu/jobs/dataprotection>