



Organisation for Joint Armament Co-operation Executive Administration

VACANCY NOTICE	
Post	AF03 – TECHNICAL SECTION LEADER
Grade	A5
Division	European MALE RPAS Programme Division
Section	Technical
Management of Staff	5 initially, 12 eventually
Location	Munich, DE
Initial Contract Duration	3 years (subject to the development of the programme the initial contract duration may differ from 3 years standard duration)
Closing Date for Applications	26 th May 2020
Start Date	1 st September 2020 (subject to the development of the programme)
Interview Date	10 th June 2020

1. Background

The MALE RPAS Division is responsible for accomplishing the development, production and initial In-Service Support (ISS) of the MALE RPAS weapon system. Following a 2 year Definition Study Phase within Stage 1 of the Programme, its work shall now comprise the follow-on phases of development and production incl. initial ISS in one future Stage 2 (Global) Contract and potential additional Contracts under Stage 2 in specific areas, e.g. ATI. This (Global) Contract shall also include the provision of the associated Ground Control Stations (GCSs) and all necessary support equipment. Adaptation mechanisms and different ways of amendment processes shall provide the necessary flexibility to this 10-12 years planned duration Contract. In addition, work to finalise Stage 1 Definition Study Phase Contract including necessary closure activities needs to continue in parallel.

2. Duties and Responsibilities

The Technical Section Leader is accountable and personally responsible to the OCCAR-EA European MALE RPAS Programme Manager for all technical, including airworthiness certification and information security accreditation, aspects of the European MALE RPAS Programme. He/she shall support and advise the OCCAR-EA European MALE RPAS

Programme Manager on all technical activities of the European MALE RPAS Programme. He/she shall ensure the OCCAR-EA European MALE RPAS Programme Manager is appraised at all times of significant events that affect achievement of all technical objectives of the European MALE RPAS Programme. He/she is responsible for tasks outlined below:

2.1 General Management

- Report to the Programme Manager on all technical activities and associated issues;
- Provide engineering/technical advice and support to both programme management and technical meetings;
- Coordinate all technical activities (including technical working groups and provision of related GFX) within the programme;
- Act as the technical focal point for dialogue between the Contractor, Nations and OCCAR-EA;
- Establish and lead technical reviews and any other technical meetings;
- Evaluate and report on the Contractor's performance against programme milestones and objectives in relation to the technical requirements;
- Ensure the implementation via the Certification and Qualification Organisation (CQO) of the certification and qualification processes for the European MALE RPAS Programme;
- Ensure the implementation via the Joint Accreditation Board (JAB) of the information security accreditation process for the European MALE RPAS Programme;
- Co-ordinate and monitor the configuration management of the technical products and documentation of the European MALE RPAS Programme.

2.2 Planning and Reporting

- Provide technical inputs for internal and external reports and plans in accordance with the OCCAR reporting system;
- Provide technical expertise to the PD-internal and external status reports and briefings;
- Prepare and update, in coordination with the Contractor, technical documents and plans;
- Implement appropriate and effective Risk Management activity for technical elements of the Programme;
- Liaise with OCCAR-EA Central Office on technical management activities as required.

2.3 Requirements Compliance Management

- Establish and maintain the European MALE RPAS requirements and their compliance status in a requirements database including certification and accreditation requirements;
- Collate and evaluate evidence of the Contractor's claimed compliance against the system requirements document as defined within the Contract;

- Provide recommendations to stakeholders of demonstrated and supportable evidence of compliance of technical Contract deliverables to enable adherence to the approved milestone payment plan;
- Manage the technical input provided as system engineering database artefacts to the DOORS and CAMEO (or equivalent requirements management/system modelling tools) database to enable adequate and effective programme management.

2.4 Coordination with independent bodies

- Provide technical advice as requested on the appropriateness of Contractor supplied evidence of compliance against certification and security objectives;
- Ensure adherence to the Certification Programme Plan and the Security Accreditation Process, and ensure that critical enablers are both recognised and available;
- Support the Certification and Qualification Organisation (JCO) and Joint Accreditation Board (JAB) and related panels in accordance with the respective terms of reference;
- Anticipate, tackle and advise the programme management with respect to the technical issues raised by the CQO and JAB;
- Liaise with external ATI stakeholders (e.g. EASA, Eurocontrol, national Air Navigation Service Providers) with the support of the European Defence Agency to collect recommendations for the programme to ensure, at a first stage, initial operations of the European MALE RPAS.

2.5 Life Cycle Cost Estimation

- Support the ILS/ISS team to develop initial estimates and provide updates for the systems definition, certification and qualification elements of the Life Cycle Cost Model.

2.6 Personnel Management

- Implement robust management processes for the technical team, including identification of key objectives and expectations in relation to deliverables;
- Mentor (including motivational requirements) and facilitate appropriate training for the members of the technical team, providing direction as necessary;
- Complete and submit timely staff appraisals for members of the technical team.

3. Key competences and skills required for the grade

(You must provide evidence of meeting these key competences and skills in your Application, Section 12).

- CS 1** Executive management ability proven through results attained in performing jobs in this field for other national/international organisations;
- CS 2** Excellent leadership, interpersonal and team working skills with the ability to interact sensitively, effectively and professionally with people from diverse cultural, educational and professional backgrounds;
- CS 3** Conceptual thinking with the ability to analyse complex and wide ranging questions, issues and information, with a structured approach to the problem

solving process, including providing recommended solutions and a proposed way forward;

CS 4 The ability to work in a changing, developing and demanding environment with the ability to orchestrate and implement clear, efficient and logical approaches to work, to manage time, assignments and objectives;

CS 5 The ability to use Computer and Information Technology (ICT) facilities, with a working knowledge of MS Office software.

4. Specialist knowledge and experience required for the post

(You must provide evidence of meeting these specialist requirements in your Application, Section 11).

4.1 Essential:

ES 1 Significant and proven experience in the management of complex large aeronautical programmes in an international environment;

ES 2 Proven experience in aeronautical engineering, system engineering and requirements management;

ES 3 Proven experience and strong background in technical, certification and qualification management, especially during the development or in-service support phase of a defence programme;

ES 4 Thorough knowledge of the military airworthiness certification process, air traffic integration and information security accreditation process;

ES 5 Proven experience in managing contractors and in liaising with different defence structures and international organisations.

4.2 Desirable:

DS 1 Proven experience in RPAS development or technical support in operations;

DS 2 Experience and in-depth knowledge of all phases of programme management of military aeronautical systems;

DS 3 Sound knowledge and experience of risk management and through life management principles and their implementation;

DS 4 Proven experience in the field of air traffic integration of RPAS or information security accreditation of military system;

DS 5 Good knowledge in operational use of military aircraft or RPAS.

5. Language Requirements

- Fluency, oral and written, in the English language.
- Adequate knowledge of at least one other OCCAR language would be an asset.

* The language levels can be found on the OCCAR website, www.occar.int Human Resources / vacancies.

6. Qualifications

A university degree or equivalent qualification in the activities directly related to the described tasks is highly desirable

7. Security Clearance

Security clearance at OCCAR SECRET level is required for this post.

8. Applications and Points of Contact

For further information regarding this Post, please contact:

Baptiste LONGUET (Programme Manager)
Email: baptiste.longuet@occar.int

Applications for this Vacancy Notice should be submitted through the appropriate National Administrations.

Applicants who are **not** Ministry of Defence staff wishing to apply for this Post should email the completed application and supporting documentation to B009@occar.int and B010@occar.int.

OCCAR Privacy Statement:

When applying for an OCCAR vacancy, it is necessary for OCCAR to collect and process personal data about you in order to assess and evaluate your suitability for the vacancy, and (if successful) to coordinate with relevant service providers in preparation of your appointment. For further information please visit our web-site: OCCAR Privacy Statement - <http://www.occar.int/privacy-data-protection>.