



# Organisation for Joint Armament Co-operation Executive Administration

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## Vacancy Notice

<b>Post</b>	<b>A635 – Naval System Co-ordination Officer</b>
<b>Grade</b>	<b>A4</b>
<b>Division</b>	<b>FSAF Programme Division</b>
<b>Section</b>	<b>Technical Section / System Co-ordination</b>
<b>Management of Staff</b>	<b>0</b>
<b>Location</b>	<b>Paris area, France</b>
<b>Start Date</b>	<b>1<sup>st</sup> September 2011</b>
<b>Interview Date</b>	<b>26<sup>th</sup> July 2011</b>

### **1. Background**

The scope of the Programme is

- the definition, development, production and in-service support of the Future Surface to Air systems Family (FSAF), based upon the following systems:
  - o Surface-to-Air Anti-Missile system (SAAM);
  - o Surface-to-Air Medium Range Land system (SAMP/T);
- The ammunition production and in service support of Principal Anti air Missile System (PAAMS).

The management of this Programme is aimed at optimising the use of as many common elements as possible and also gives consideration to the potential to extend the capabilities of the systems.

### **2. Duties and Responsibilities**

The NAVAL SYSTEM Co-ordination Officer will report to the Technical Section Leader.

The post holder will:

- define, coordinate, monitor and control all the naval system/sub-systems programme activities;
- support, the Logistic Section jointly with the subsystems responsible, in all the naval systems activities linked with the In Service Support contracts, including technical events, obsolescence and configuration management;

- provide advice on proposed modifications (industry/customer) at System/sub-systems level, jointly with the Configuration Management Officer;
- manage trials, putting in place the necessary organisation and taking care of, in coordination with other PD sections, the liaisons with national organisations involved in the related activities;
- act as point of contact, for the provision of all necessary actions, for safety, security, environment, frequency allocation, compatibility of used protocols and procedures;
- support the Technical Section Leader in the activities for the regular running of the programme;
- if necessary, take temporary additional task as required by the Programme Manager.

Within the duties described above, for the system under his/her responsibility, he/she will personally:

- ensure the co-ordination with the responsible for the national commands & co-ordination centres;
- contribute to manage:
  - the boundaries/interfaces with other systems and programmes which could be concerned;
  - the associated deliverables and schedules;
- represent the FSAF PD in the existing expert working groups or those to be created in line with the procedures in operation.

### **3. Competences / Skills required for the post**

- The ability to establish and maintain excellent working relations at all levels in a multicultural context and with respect for diversity.
- Excellent interpersonal skills with the ability to interact and communicate at all levels within OCCAR as well as with Nations.
- Excellent team working skills
- The ability to interact sensitively, effectively and professionally with persons from diverse cultural, educational, racial, ethnic and professional backgrounds
- The ability to analyze 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).
- Ability to work in a changing, developing and demanding environment.
- The ability to orchestrate and implement clear, efficient and logical approaches to work, to manage assignments, objectives and time.
- The ability to use Computer and Information Technology (ICT) facilities, with working knowledge of MS Office software.

### **4. Knowledge and Experience**

Essential:

- technical knowledge of naval air defense systems;
- technical knowledge of NUM CAVOUR combat management system (CMS);
- knowledge of the national and international standards for quality assurance as well as experience in their management procedures and related internal/external audits;
- knowledge of the national and international standards in configuration management as well as experience in their management procedures and related internal/external audits;
- experience in technical management (contracts, relations with industry etc);

- experience in acceptance of technically complex deliverables.

Desirable:

- awareness of other defence structures and organizations;
- experience in international co-operation activities;
- experience "in the field";
- experience in complex systems/subsystems trials/testing.

## **5. Language Requirements**

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

## **6. Qualifications**

A university degree or equivalent and intensive experience in the activities directly related to the prescribed tasks is highly desirable.

## **7. Security Clearance**

National security clearance at "OCCAR-Secret" level is required for this post.

## **8. Points of Contact**

1. Roberto Cusello (FSAF Programme Division)  
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