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NOTIFICATION OF A VACANCY  
AT JOINT FORCE COMMAND, POST-BOX 270, NL- 6440 AG BRUNSSUM

DUTY LOCATION: BRUNSSUM, NLD

JOB TITLE: Staff Officer (INTEL Systems Support)  
JFC HQ Brunssum – J2 Division

GRADE: A-3 POST NUMBER: AF JFBCRC 0300

CLOSING DATE: 6 January 2009

POST CONTEXT:

The International Stability Assistance Force (ISAF) HQ is a NATO multi-national force in Afghanistan designed to assist the Government of Afghanistan in the establishment and maintenance of a safe and secure environment, in order to extend government authority and influence, thereby facilitating Afghanistan's reconstruction and contributing to regional stability in accordance with the NATO mission. Although the post is allocated on the ISAF Crisis Establishment the incumbent works as part of the J2 Division at JFC HQ Brunssum. The incumbent is responsible for co-ordinating all ISAF Intelligence Systems issues.

REPORTS TO:

Section Head Intelligence Systems Management

DUTIES:

Acts as the Liaison Officer for ISAF Intelligence Systems, such as the Joint Operations Intelligence Information System (JOIIS), the Battlefield Information Collection and Exploitation Systems Initial Core Capability (BICC), the Locally Employed Personnel (LEP), the Imagery Management And Reporting Tool (I-MART), the Request For Information Management System (RFIMS) or the All Source Analyst System (ASAS).

Supports and participates in ISAF Intelligence Systems training events.

Participates in meetings, networks, seminars and conferences where relevant and beneficial to Intelligence Plans and Support Branch in its mission and mandate.

Acts as Project Manager for all ISAF CJ2 Intelligence Systems Projects.

Co-ordinates with NATO Commands, Authorities, and Agencies as well as US CENTCOM to identify and implement new and emerging solutions for CJ2 Intelligence systems requirements.

Supports the ISAF CJ2 with integration management of NATO standard and prototype hardware and software automation systems.

Plans and co-ordinates with J-6 Division, CISSG and others the evolving internal and external Intelligence automation architecture supporting the operation.

Identifies CJ2 systems future requirements and develops plans to meet those requirements.

Ensure NATO systems are properly tailored to the specific mission; works compatibility issues with other staffs supported by and interacting with Intelligence Division.

Supports ISAF CJ2 Systems Chief with the management and administration, formal and informal training for Intel systems within the NATO Intelligence toolbox such as JOIIS/BICC, LEP, I-MART, RFIMS or ASAS and facilitates any other ADP requirements with CIS.

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Works in co-ordination with the JFC HQ J2 Intelligence Systems Management Section Chief to ensure proper information management practises are applied through the use of the Intelligence systems.

Co-ordinates with ISAF CJ2 Systems Chief and JFC HQ J2 Intelligence Systems Management Section Chief to identify and provide solutions to technical issues related to the Intelligence systems.

The incumbent is required to undertake operational deployments and/or TDY assignments both within and without NATO's boundaries.

The incumbent may be required to perform other related duties as directed or assigned.

### QUALIFICATIONS

#### ESSENTIAL

##### 1. Professional/Experience

Experience within a recognised Intelligence agency as an Intelligence System Operator with an understanding of requirements management and up to date knowledge and experience with Web base applications.

Project Management experience.

Practical administrative experience in an office environment, communicating, co-ordinating and implementing office procedures.

##### 2. Education/Training

University Degree and 4 years post related experience, or a Higher Secondary education and completed advanced vocational training in relevant field leading to a professional qualification or accreditation with 7 years post related experience.

##### 3. Language

English: 'GOOD'

*NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.*

##### 4. Standard Automatic Data Processing Knowledge

Word Processing, Spreadsheet, Graphic Presentation,

E-mail Client/Web Browser: Working Knowledge

Database: Advanced Knowledge

#### DESIRABLE

##### 1. Professional/Experience

Previous experience as an Intelligence systems officer at large HQ, Joint Command, NATO HQ or MOD.

Previous operational experience/tour in an Intelligence environment.

Change management experience.

##### 2. Education/Training

NATO Intelligence Course.

NATO Basic Intelligence Systems Core Training (BISCT) course.

NATO INTEL Functional Area Systems training.

ISAF Intelligence Orientation Course.

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CIVILIAN POSTS

1. Personal Attributes:

Diplomacy and interpersonal skills to promote co-operation in a multinational environment.

Ability to work in a team under pressure with short deadlines and to solve problems with minimal guidance.

Must be practical, logical, creative in problem solving.

2. Managerial Responsibilities:

Incumbent is required to co-ordinate and oversee ISAF Intelligence systems issues amongst multinational headquarters/organisations at different levels of command.

3. Professional Contacts:

Professional contacts with people participating in meetings, conferences and video tele conferences as well as participation in working groups.

Professional contacts within the Intelligence community, NATO agencies and other supporting HQs.

4. Contribution to the Objectives:

Support of the ISAF mission by ensuring the timely and continuous flow of Intelligence information.

Facilitate the cross domain sharing of Intelligence in support of ISAF.

5. Work Environment:

The work is normally performed in an Office Environment.

Normal working conditions apply.

The risk of injury is categorized as: No Risk

Risk might increase when deployed on mission, exercise and TDY depending on the local situation.

REMARKS:

This post may require extensive travel in and out of NATO and incumbent must be able to deploy to ISAF HQ (Kabul, AFG) for up to several months.

Must be able to meet and maintain NATO deployment criteria.

This post has a limited duration, candidates will be offered a two-year definite duration contract including a 6 months probationary period.

CLOSING DATE FOR APPLICATION: 6 January 2009

**Before applying:** please carefully read 'General information for applicants' published on [www.jfcbs.nato.int](http://www.jfcbs.nato.int), **vacancies**.

Any application not in accordance with these instructions will not be accepted.