

STATO MAGGIORE DELLA DIFESA

I Reparto Personale

Allegati: 2 (due).
Annessi: 2 (due).

00187 Roma
PdC: Ten.Col. COSTA 2.2157
e-mail: primo.impiego2s@smd.difesa.it

OGGETTO: Ricerca di personale per posizioni a “*status internazionale*” presso l’Organismo Congiunto per la Cooperazione in materia di Armamento, sede BONN (DEU).

A ELENCO INDIRIZZI IN ALLEGATO “A”

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Riferimento:

- a. f. prot. n. M_D ABBE6E3 0037856 in data 18 marzo 2026 di DNA I Rep. (non a tutti);
- b. f. prot. n. M_D ABBE6E3 0037857 in data 18 marzo 2026 di DNA I Rep. (non a tutti).

Seguito:

- a. f. prot. n. M_D A0D32CC 0010107 in data 18 gennaio 2025;
- b. f. prot. n. M_D A0D32CC 0201190 in data 24 ottobre 2025;
- c. f. prot. n. M_D A0D32CC 0232417 in data 5 dicembre 2025;
- d. f. prot. n. M_D A0D32CC 0013048 in data 29 gennaio 2026.

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1. L’Organismo Congiunto per la Cooperazione in materia di Armamento (OCCAR) ha indetto una ricerca di personale¹ per il ripianamento delle posizioni a “*status internazionale*” riepilogate nel prospetto in **Allegato “B”**, giudicate di interesse per la Difesa.
2. La durata del mandato è di 3 anni, con inquadramento giuridico-amministrativo ai sensi della legge n. 1114/1962 e oneri a carico della stessa Agenzia.
3. Le candidature dovranno pervenire allo Stato Maggiore della Difesa, esclusivamente da codesti Organi d’Impiego, entro le date indicate nel citato **Allegato “B”**, corredate delle schede biografiche in lingua italiana e dell’OCCAR *Application Form* (IP45-03 *Issue 5*)², complete della sottonotata documentazione accessoria:
 - copia del passaporto, ovvero altro documento valido per l’espatrio in corso di validità;
 - copia del titolo di studio più elevato conseguito,in lingua inglese (in PDF con firma autografa), con *file* di dimensioni non superiori complessivamente a 3 MB, in ragione dei successivi adempimenti per la loro formalizzazione.
4. Nell’inviare le *vacancy notice* (VN) delle posizioni, si raccomanda il rispetto delle procedure e delle scadenze stabilite e si evidenzia la necessità che il personale segnalato, oltre a un profilo professionale aderente a quello richiesto dalla VN per la quale concorre, sia in possesso di tutti i requisiti di base per l’impiego all’estero, con particolare riferimento a un adeguato livello di conoscenza della lingua inglese.

d’ordine

IL VICE CAPO REPARTO
(Brig.Gen. Fabrizio BABUSCI)

¹ Reperibile sul sito *web* della Difesa: <https://www.difesa.it/smd/staff/reparti/i-reparto/impiego-del-personale/impiego-in-ambito-internazionale/ricerche-di-personale-per-posizioni-non-quota-e-status-internazionale/35926.html>.

² Reperibile alla pagina *web* della Difesa al seguente link: <https://www.difesa.it/smd/staff/reparti/i-reparto/impiego-del-personale/impiego-in-ambito-internazionale/modulistica/29315.html>.

ELENCO INDIRIZZI

A	DIPARTIMENTO IMPIEGO DEL PERSONALE DELL’ESERCITO	<u>SEDE</u>
	DIREZIONE PER L’IMPIEGO DEL PERSONALE MILITARE DELLA MARINA	<u>ROMA</u>
	DIREZIONE PER L’IMPIEGO DEL PERSONALE MILITARE DELL’AERONAUTICA	<u>ROMA</u>
e, per conoscenza,		
	MINISTERO DELLA DIFESA Gabinetto del Ministro	<u>ROMA</u>
	DIREZIONE NAZIONALE DEGLI ARMAMENTI I Reparto – Politica Industriale e Relazioni Internazionali	<u>ROMA</u>

Ricerca di personale per posizioni a "status internazionale" presso l'Organismo Congiunto per la Cooperazione in materia di Armamento (OCCAR-EA)

DIVISIONE SEZIONE	SEDE DI SERVIZIO	P.O.	GRADO	ATTUALE TITOLARE --- TERMINE MANDATO	DATI RELATIVI AL MANDATO		F.A. INTERESSATA	TIPO DI POSIZIONE	SCADENZA PRESENTAZIONE CANDIDATURE			data intervista a partire dal
					DURATA	INIZIO			SMD - I Reparto	DNA - I Reparto	OCCAR	
ESSOR <i>Programme Division</i>	BONN (DEU)	A910 <i>"Operational Communication Specialist"</i>	A3 (Magg./Ten.Col. e gradi equivalenti)	///	3 ANNI	01-set-26	EI/MM	Status internazionale a concorso tra le Nazioni (trattamento giuridico- amministrativo ai sensi della L. n. 1114/1962)	27-apr-26	4-mag-26	11-mag-26	15-giu-26
Human Resources <i>Division</i>	BONN (DEU)	B013 <i>"Personnel Management Senior Assistant 1"</i>	B6 (Mar.Ca./1°Lgt e gradi equivalenti)	///		01-ago-26	EMA	Status internazionale a concorso tra le Nazioni (trattamento giuridico- amministrativo ai sensi della L. n. 1114/1962)	20-apr-26	27-apr-26	4-mag-26	1-giu-26



VACANCY NOTICE	
Post	A910 - OPERATIONAL COMMUNICATION SPECIALIST
Grade	A3*
Division	ESSOR Programme Division
Section	Technical Section
Management of Staff	0
Location	Bonn, DE
Initial Contract Duration	3 years
Closing Date for Applications	11 May 2026
Start Date	01 September 2026
Interview Date	Week Commencing 15 June 2026

1. Background

The aim of the ESSOR Programme is to develop and produce a complete portfolio of European Software Defined Radio (SDR) products to meet the requirement for interoperable tactical communications in multinational deployment of the Participating States, through the following Programme activities:

- Contribute to the development of an autonomous European Defence Technological Industrial Base in SDR through the establishment of the normative referential required for the development and production of a military SDR in Europe;
- Define and maintain a referential system architecture for ESSOR shared at European level and develop an associated certification environment;
- Develop a complete family of SDR applications providing interoperability to tactical communications in the land, 3D, airborne and maritime domain;
- Develop and maintain a through Life Management (TLM) approach ensuring the maximisation of the benefits to the Programme Participating States throughout the entire lifecycle of the developed systems;
- Support the standardisation efforts of the ESSOR products in the relevant for a (e.g., NATO, EDA, Wireless Innovation Forum, FMN).

The tasks carried out within the ESSOR Programme will concern the following activities for the ESSOR Architecture and the ESSOR waveforms (named as ESSOR Products):

- developing and testing of new waveforms;
- the technical and operational development of the ESSOR Products;
- the standardisation of the ESSOR Products;
- Management of the ESSOR Product lifecycle through functions like ILS, Requirements Management, Information Lifecycle Management, Life-cycle cost estimate;
- Preparation of subsequent Programme stages.

2. Duties and Responsibilities

The Operational Specialist shall contribute to achieving the technical objectives of the programme by supporting the Technical Section Leader in the field of ground (wide band and narrow band) communications.

The post holder will:

- Support the Risk Officers in identifying, assessing and mitigate risks related to the ESSOR programme;
- Elaborate common operational exercise scenarios for the ESSOR product in conjunction with the main multinational exercises (e.g., CWIX);
- Support the identification of operational needs and development of a suitable ConOps for the use of the ESSOR products and their harmonisation;
- Review of the contractual deliverables related to common activities contributing to the approval/acceptance process of the common deliverables;
- Contribute to the approval/acceptance process of the common deliverables;

- Support the TSL or the PM in the internal quality functions, i.e., compliance of the ESSOR PD processes to the OCCAR-EA policies and guidelines;
- Support the TSL or the PM in the elaboration of technical requirements for new phases/stages of the ESSOR Programme, as required by the PM;
- Undertake temporary additional tasks for common activities or activities concerning only the Participating State;
- Prepare subsequent Programme stages contributing to consolidate the operational needs;
- Co-ordinate with the ESSOR Commercial Section, the ESSOR Technical Section and the Programme Manager for all activities;
- Provide regular reports to the Programme Manager.

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** The ability to establish and maintain excellent working relationships at all levels in a multicultural context and with respect for diversity;
- CS 2** Excellent interpersonal and team working skills with the ability to interact and communicate at all levels within OCCAR as well as with Nations;
- CS 3** The ability to work in a changing, developing and demanding environment;
- CS 4** The ability to implement clear, efficient and logical approaches to work, to manage assignments, objectives and time;
- CS 5** The ability to use Computer and Information Technology (ICT) facilities and be able to demonstrate a good 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, Sections 10 and 11).

4.1 Essential:

- ES 1** Knowledge and experience in operational preparation, deployment and management of radio systems for tactical ground forces (i.e., past experiences in a J6 cell or NOC);
- ES 2** Knowledge and experience in the organisation of operational field test for testing capabilities of radio systems for tactical ground forces;
- ES 3** Knowledge and experience in doctrinal work (e.g., ConOps);
- ES 4** Knowledge and experience in various radio systems for tactical ground forces.

4.2 Desirable:

- DS 1** Knowledge and experience in operating network management systems of radio systems for tactical ground forces;
- DS 2** Knowledge and experience in operating security management systems of radio systems for tactical ground forces;
- DS 3** Previous working experience within an international environment;
- DS 4** Prior experience in an operational front-line environment (ground forces).

5. Language Requirements

- ADVANCED level of ENGLISH both oral and written.
- Additional knowledge of another OCCAR Member or Participating State's language will be considered as an asset.

6. Qualifications

A university degree or equivalent qualification in a relevant technical discipline is considered 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:

Raphael BROSSEAU (Acting ESSOR Programme Manager)

Email: raphael.brosseau@occar.int

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

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>.



VACANCY NOTICE	
Post	B013 - PERSONNEL MANAGEMENT SENIOR ASSISTANT 1
Grade	B6
Division	Human Resources Division
Section	Personnel Management Section
Management of Staff	0
Location	Bonn, DE
Initial Contract Duration	3 years
Closing Date for Applications	04 May 2026
Start Date	01 August 2026
Interview Date	Week Commencing 01 June 2026

1. Background

The Human Resources Division is responsible for the implementation of the Human Resources Management Process. The purpose of the Division is to ensure that the necessary human resources are provided and managed in a cost-effective manner, in order to enable OCCAR-EA to meet its strategic objectives. The Division also has the responsibility to contribute to the

promotion of morale and efficiency throughout the Organisation by providing an efficient and responsive personnel service.

The Personnel Management Section is responsible for all administrative tasks related to the recruitment, integration and ongoing personnel administration requirements of the staff members.

2. Duties and Responsibilities

The Personnel Management Senior Assistant 1 will report directly to the Personnel Management Section Leader (PMSL).

In particular, the postholder will:

Personnel Management:

- Carry out administrative and secretarial related to personnel matters, including:
 - Drafting correspondence and issuing it once approved;
 - Helping prepare HR documents such as job descriptions, internal memos, organisation charts and presentations.
- Provide advice and support to staff on HR related matters, following OCCAR-EA regulations and procedures;
- Maintain staff leave and time-off records (entitlement, approvals, monitoring);
- Manage the Home Leave process, including reviewing requests and giving guidance; Act as the main contact for the OCCAR medical advisor and arrange medical examinations for all Bonn staff members;
- Prepare salary step-increase reports and update staff records and pay system;
- Prepare HR related statistics and presentations for Senior Management when required;
- Organise, review, and maintain personnel files and other HR documents in OCCAR's electronic archive;
- Provide support to the Personnel Management Section Leader and Head of Human Resources Division as required;
- Provide cover for colleagues during absences.

ICT:

- Act as the HR Division's main point of contact for ICT matters:
 - Be the interface between the HR Division and the ICT team;
 - Report any IT performance or technical issues on behalf of the Division;
 - Participate in testing of new ICT tools;

- Provide basic ICT training for staff in the HR Division.
- Maintain and update HR pages on the intranet and internet.
- Create online surveys, e-learning material and digital forms.

Recruitment:

- Support the recruitment process for posts up to and including grade B6 by:
 - Reviewing applications and assisting with the shortlisting process; Taking part in interviews and preparing official interview reports; Providing feedback to candidates and participating nations regarding applications/interviews.
- Provide advice to Line Managers on recruitment matters.
- When needed, organise and manage external job advertisements through online job portals and other media.

Staff integration:

- Support new staff with local administrative matters, including liaising with local German authorities (e.g. registration requirements);
- Organise Newcomer Briefings and Induction Courses across all OCCAR sites.

Staff Appraisal process:

- Manage the OCCAR-EA staff appraisal process;
- Provide advice and support to managers on all aspects of the staff assessment procedure.

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** Excellent interpersonal skills with the ability to interact and communicate at all levels within OCCAR as well as with Nations;
- CS 2** The ability to work in a changing, developing and demanding environment;
- CS 3** The ability to work independently based on objectives set by the line manager;
- CS 4** The ability to use Computer and Information Technology (ICT) facilities, and able to demonstrate a good working knowledge of MS Office software;
- CS 5** Good team-working skills with ability to establish good working relations at all levels in a multicultural context and with respect for diversity.

4. Specialist knowledge and experience required for the post

(You must provide evidence of meeting these specialist requirements in your application, sections 10 and 11).

4.1 Essential:

- ES 1** Extensive knowledge and experience in Human Resource Management, including staff selection and onboarding, staff appraisal and management of leave;
- ES 2** Proven ability to draft papers, correspondence, and formal documents in English, often under tight deadlines;
- ES 3** Proven ability to compile detailed HRD-related statistics and develop clear, impactful presentations across all areas of HRD;
- ES 4** Extensive experience of end-end recruitment processes, including competence-based selection interviewing;
- ES 5** Demonstrated knowledge and experience in organising and delivering courses (e.g., Newcomers Briefing /Induction Course).

4.2 Desirable:

- DS 1** Sound knowledge of international personnel regulations and policies within the HR domain;
- DS 2** Practical experience with Electronic Document and Records Management systems, as well as HR modules within Enterprise Resource Planning (ERP) platforms;
- DS 3** Extensive IT skills and experience, including the use of digital tools and software for managing VTCs, generating statistical reports, editing corporate web content, and designing online surveys;
- DS 4** Knowledge and experience in implementing pay step adjustments;
- DS 5** Previous experience in an International Organisation and/or international context.

5. Language Requirements

- ADVANCED level¹ of ENGLISH both oral and written.
- UPPER-INTERMEDIATE or higher level of GERMAN is desirable.
- Additional knowledge of another OCCAR Member or Participating State's language will be considered as an asset.

¹ The language levels can be found on the OCCAR website, www.occar.int Careers / Applying.

6. Qualifications

A higher secondary education or equivalent plus practical experience in the activities directly related to the tasks described is highly desirable.

7. Security Clearance

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

8. Applications and Points of Contact

Marie Louise MITCHELL (Personnel Management Section Leader)
Email: marie.mitchell@occar.int

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

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