

# STATO MAGGIORE DELLA DIFESA

## *I Reparto Personale*

Allegati: 1 (uno).

00187 Roma  
PdC: Ten.Col. COSTA 2.2773  
e-mail: primo.impiego2s@smd.difesa.it

**OGGETTO:** Ricerca di personale per posizioni a “status internazionale” presso la *European Defence Agency* in BRUXELLES (BEL).

## A ELENCO INDIRIZZI IN ALLEGATO

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Rif. f. prot. n. M D ABBE6E3 0116210 in data 22 dicembre 2025 di DNA I Rep. (non a tutti).

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1. La *European Defence Agency* ha indetto una ricerca di personale per la posizione a “*status internazionale*”<sup>1</sup>, a connotazione “*Temporary Agent*”<sup>2</sup>, di “*EU Programme Coordinator*”<sup>3</sup> presso la *European Defence Agency* (EDA) in BRUXELLES (BEL).
  2. Le candidature dovranno pervenire a questo Stato Maggiore, esclusivamente per il tramite degli Organi di Impiego di F.A., entro il 19 gennaio 2026, corredate della scheda biografica in lingua italiana e dell’*Application Form* in lingua inglese (in PDF con firma autografa), con file di dimensioni non superiori, complessivamente, a 3 MB.
  3. La procedura concorsuale per la posizione a bando prevede la compilazione<sup>4</sup> dell’*Application Form* esclusivamente *on-line*, attraverso il sito web dell’Agenzia. Pertanto, si chiede agli Organi d’impiego di:
    - acquisire la documentazione concorsuale (*Application Form*), che dovrà essere compilata attraverso il citato sito web e non finalizzata;
    - autorizzare a completare il processo di “*Application on-line*”, entro la scadenza indicata nel relativo bando, pena la decaduta della candidatura, solo il personale che sarà candidato da questo Stato Maggiore della Difesa.
  4. Nell’inviare la *vacancy notice* della posizione, 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 *vacancy notice* in parola, 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.

## **IL VICE CAPO REPARTO** Brig.Gen. Fabrizio BABUSCI

<sup>1</sup> Inquadramento giuridico-amministrativo ai sensi della legge n. 1114/1962, con oneri a carico dell'Agenzia.

<sup>2</sup> Pubblicata sulla pagina 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>.

<sup>3</sup> Livello AP9 ( $\cong$ Cap./T.V. e gradi equivalenti).

<sup>4</sup> Creando un profilo EDA. Cliccare la scheda della *vacancy* per cui si concorre all'indirizzo web [eda.europa.eu/careers/current-vacancies](http://eda.europa.eu/careers/current-vacancies), selezionare, a fine pagina, “*Apply for this vacancy*”; *Continue/Apply*; “*Create your EDA profile*” o selezionare “*Logon*” se si possiede già un profilo.

**ELENCO INDIRIZZI**

<b>A</b>	<b>DIPARTIMENTO IMPIEGO DEL PERSONALE DELL'ESERCITO</b>	<b>SEDE</b>
	<b>DIREZIONE PER L'IMPIEGO DEL PERSONALE MILITARE DELLA MARINA</b>	<b>ROMA</b>
	<b>DIREZIONE PER L'IMPIEGO DEL PERSONALE MILITARE DELL'AERONAUTICA</b>	<b>ROMA</b>
<b>e, per conoscenza,</b>		
	<b>MINISTERO DELLA DIFESA</b>	
	<b>Gabinetto del Ministro</b>	<b>ROMA</b>
	<b>DIREZIONE NAZIONALE DEGLI ARMAMENTI</b>	
	<b>I Reparto – Politica Industriale e Relazioni Internazionali</b>	<b>ROMA</b>
	<b>RAPPRESENTANZA PERMANENTE D'ITALIA PRESSO L'UNIONE EUROPEA</b>	
	<b>Ufficio dell'Addetto per la Difesa e Consigliere Militare</b>	<b>BRUXELLES (BEL)</b>
<b>e, per diramazione interna</b>		
	<b>III Reparto – Direzione Strategica e Cooperazione Militare</b>	<b>SEDE</b>

## EUROPEAN DEFENCE AGENCY (EDA)

### Vacancy notice

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<b>Directorate</b>	Research, Technology and Innovation Directorate (RTI)
<b>Vacancy title</b>	EU Programme Coordinator
<b>Contract type</b>	Temporary agent
<b>Group</b>	N.A.
<b>Grade</b>	AD9
<b>Indicative starting date</b>	01/05/2026
<b>Security Clearance</b>	SECRET UE/EU SECRET
<b>Management of staff</b>	N.A.
<b>Location</b>	Brussels
<b>Closing date for applications</b>	29/01/2026

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 (EDA) 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 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. The Corporate Services Directorate (CSD) and three operational directorates: Industry, Synergies and Enablers (ISE); Capability, Armament & Planning (CAP); Research, Technology and Innovation (RTI).

### 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 of 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 RESEARCH, TECHNOLOGY AND INNOVATION DIRECTORATE (RTI)

The Research, Technology & Innovation Directorate (RTI) promotes and supports defence research at EU level. Based on the Overarching Strategic Research Agenda (OSRA), developed together with the Member States, the Directorate coordinates and plans joint research activities and the study of technical solutions to meet future operational needs.

The RTI Directorate provides support to Member States and to the European Commission for the Preparatory Action for defence research, including its implementation, and the research dimension of the European Defence Fund. The RTI directorate also ensures the promotion of innovation in defence and the exploitation of synergies at EU level with civil research in dual-use technology fields.

The RTI Directorate comprises two Units and an RTI Coordination Team, with the following key tasks:

- The EU-funded Defence Research Unit: upstream, implementing and downstream support linked to defence research activities funded by the EU budget under delegation by the European Commission
- The Technology & Innovation Unit: facilitating the work of the Capability Technology Groups (CapTechs), the Energy & Environment Working Group; development and management of ad hoc research activities based on sectoral Strategic Research Agendas
- The RTI Coordination Team: coordination of the RTI Directorate's contributions to EDA's transversal activities (such as CDP, CARD, PESCO, and KSA); overview of the Agency's research portfolio; provision of outlook for research activities and technology watch.

### 4. DUTIES

As a core element of the European Union's Strategic Compass for Security and Defence, the Hub for EU Defence Innovation, known as HEDI, has been established within EDA to foster innovative solutions for military capabilities. This will be empowered by an increase in cooperation on defence innovation among Member States.

EDA Defence Ministers approved the establishment of HEDI within EDA on 17 May 2022 and the hub was officially launched at the first EDA Defence Innovation Day hosted by EDA on 31 May 2022 under the auspices of the French Presidency of the Council of the European Union.

HEDI serves as a platform to stimulate and facilitate cooperation on defence innovation among Member States while ensuring synergies with related European Commission activities, notably the EU defence innovation scheme, coherence with NATO innovation initiatives, and other EU defence innovation organizations. The hub will strengthen the Agency's existing innovation activities while also initiating new ones.

HEDI works with a portfolio of services for member states aimed at accelerating the adoption of innovative solutions addressing operational challenges in defence. Several of these initiatives such as EU-supported innovation programmes (e.g. BraveTech EU), involve the organisation of Testing–Evaluation–Experimentation Campaigns (TE<sup>2</sup>C) and awarding prizes to the most innovative approaches. In the operationalization of these initiatives HEDI sometimes relies also on external contractors to support in logistic and administrative tasks.

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Under the supervision of the HEDI coordinator, the jobholder will be responsible for the end-to-end management of one of these initiatives and will lead the following activities:

Programme leadership, governance and oversight

- plan and run the operating cadence of the TE<sup>2</sup>C and provide oversight to the implementing contractor at each step;
- chair internal boards for intake, selection, and award decisions;
- coordinate with the relevant stakeholders all the steps;
- approve and govern standard operating procedures for planning, execution of the campaigns of the TE<sup>2</sup>C, ranking, and

reporting;

- validate readiness of the teams for participation in the TE<sup>2</sup>C campaigns and acceptance of outcomes and draft rankings of the solutions;
- maintain risk register and implement corrective/preventive actions;
- deliver quarterly and annual reports (KPI dashboards, narrative, success stories) and audit-ready documentation.

Technical criteria, evaluation and strategic alignment

- lead definition/update of criteria and gates for the selection of the most promising solutions, ensure consistency within the portfolio of activities, and validate contractor draft rankings;
- ensure consistency with HEDI practices (e.g. maturity/TRL expectations, adoption pathways) and connect promising outcomes to other HEDI services;
- contribute to internal policy notes, and Member State communications, lessons-learned and continuous improvement and links with the other HEDI services and EDA work strands;
- act as the integration point between his/her/their area of responsibility and other HEDI services to avoid duplication, maximise adoption, and maintain one coherent HEDI operating model.

Contractor & stakeholder management

- day-to-day direction of the services contractor (planning, site booking, logistics, execution QA, evidence, draft rankings, reporting inputs);
- engage Member States' end-users to ensure participation in the initiative, leveraging HEDI's networks.

Procurement & finance interface

- provide the technical Terms of Reference (ToR) content, KPIs/SLA, acceptance for the relevant services procurement; support evaluation as technical expert;
- oversee prize decisions and finance execution, ensuring compliance with the relevant administrative frameworks.

Additional tasks may be assigned as required in the interest of the service.

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

## 5. ELIGIBILITY CRITERIA

To be considered eligible to take part in this selection procedure, on the closing date for the submission of applications candidates must satisfy all the eligibility criteria as specified below:

- be a national of a Member State participating in the Agency;
- be entitled to their full rights as citizens;
- have fulfilled any obligations imposed on them by the laws concerning military service;
- produce the appropriate character references as to their suitability for the performance of their duties (extract from the "judicial record" or certificate of good conduct will be requested prior to recruitment);
- be physically fit to perform their duties;
- have a thorough knowledge (minimum level C1 oral and written) of one of the languages of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages to the extent necessary to discharge their duties;
- have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of their duties within the Agency;
- hold, or be in a position to obtain, 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 EU CI to which that individual may be granted access (SECRET UE/EU SECRET), the date of validity of the relevant PSC and the date of expiry of the certificate itself. Note that the necessary procedure for obtaining a PSC 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; or where justified in the interests of the service, professional training of an equivalent level.

Only diplomas that have been awarded in EU Member States or that are the subject of equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. In the latter case, the authority authorised to conclude contracts of employment reserves the right to request proof of such equivalence.

For diplomas awarded in non-EU countries, a NARIC recognition is required: <https://www.enic-naric.net/> Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition. For diplomas awarded after this date (from 01/01/2021), a NARIC recognition is required.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process. To assess your foreign language levels, see: <https://europa.eu/europass/en/common-european-framework-reference-language-skills>

## 6. SELECTION CRITERIA

### A. Essential

Only applications meeting all essential selection criteria will be assessed.

#### (1) Professional

Candidates will be required to demonstrate the following qualifications:

- a University degree (or equivalent academic degree) in engineering, defence studies or international relations combined with proven experience in defence innovation activities;
- at least seven (7) years of relevant professional experience, acquired after the award of the minimum academic qualification required as a condition of eligibility;
- leadership or participation in testing/evaluation/experimentation/field trials activities;
- experience in managing complex multi-stakeholder programmes;
- experience in managing outsourced service providers/consortia against strict timelines and performance indicators;
- experience with EU-funded defence programmes and familiarity with the EU Financial regulation;
- a track record of delivering successful business outcomes;
- very good command of written and oral 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:

- ability to work in a team and independently in their area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with minimal supervision;
- good communication and organisational skills;
- strong analytical and problem-solving skills;

- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

#### B. Desirable

The following will be considered an advantage:

- hold a recognised project/programme management credential (e.g. PRINCE2, PMP);
- experience with defence innovation (EUDIS/EDF, dual-use analysis, DIANA-type models) and end-user engagement;
- familiarity with range operations and safety cases; export-control practice;
- knowledge of additional EU language(s).

### 7. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR TEMPORARY AGENTS AT EDA

EDA, whose staff are governed by its own Staff Regulations, offers specific conditions of employment with regards to contract duration and pension arrangements.

#### CONTRACT DURATION

Subject to the availability of funds linked to the relevant programmes, the EU Programme Coordinator will be appointed by the Chief Executive. Recruitment will be as a member of the temporary staff of the Agency for a 3-year period. Renewal of the employment contract will be subject to continued programme budget availability and within the limits set out in the EDA Staff Regulations. The successful candidate will be recruited as Temporary Agent, grade AD9. In line with EDA's Staff Regulations, the Agency does not offer inter-Agency mobility.

#### FINANCIAL ENTITLEMENTS

The pay for this position consists of a basic salary of 10.082,77€ supplemented with various allowances including, as applicable, expatriation or family allowances. Successful candidates are graded on entry into service according to the length of their professional experience. Salaries are exempted from national tax, instead an Agency tax is deducted at source.

#### PENSION ARRANGEMENTS SPECIFIC TO EDA

Prospective staff members considering a career at the European Defence Agency (EDA) should be aware that EDA has its own pension provisions and is not part of the EU institutions' pension scheme (PSEUI).

In addition, EDA staff have several flexible options regarding their pension contributions at the end of their contract, under certain conditions, such as:

- transfer to a public pension scheme;
- transfer to a private pension scheme;
- direct payment as a severance grant.

For further information on working conditions please refer to: <https://eda.europa.eu/jobs/what-we-offer>

### 8. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate 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 their independence.

### 9. EQUAL OPPORTUNITIES

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.

## 10. APPLICATION PROCEDURE

Applications are invited with a view to establish a reserve list for the post of EU Programme Coordinator at EDA. This list will be valid until 31/12/2027, 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 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.

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. 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).

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

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. Candidates may also be requested to take part in an assessment centre, participating in a number of individual and group activities related to the competences required for the post.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, in whole or in part, by means of generative artificial-intelligence (AI) tools, including and without limitation to chatbots, such as Chat Generative Pre-trained Transformer (Chat GPT), or other language generating tools. EDA reserves the right to screen applications to identify the use of such tools. All applications prepared, in whole or in part, by means of such generative or creative AI tools may be rejected without further consideration at EDA's sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

If recruited, candidates will be requested to supply documentary evidence in support of the statements made in their application. They should not send any supporting or supplementary information until asked to do so by the Agency. Candidates are advised that part of the recruitment process includes medical analyses and physical check-up with the Agency's Medical Adviser.

Staff members employed at EDA require a Personnel Security Clearance Certificate (PSCC). The process to obtain a PSCC can be initiated only by EDA on behalf of the staff member. Failure to obtain the requisite security clearance certificate before the expiration of the probationary period may be cause for termination of the contract.

## 11. 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 (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

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>