



Organisation for Joint Armament Co-operation Executive Administration

VACANCY NOTICE

Post	AF01 - PROGRAMME MANAGER
Grade	A5*
Division	MALE RPAS Programme Division
Section	-
Management of Staff	32
Location	Munich/Hallbergmoos, DE
Initial Contract Duration	3 years
Closing Date for Applications	24 March 2025
Start Date	01 September 2025
Interview Date	Week commencing on 12 May 2025

1. Background

The European Medium Altitude Long Endurance (MALE) Remotely Piloted Air System (RPAS) Programme is a multinational cooperative Programme with the participation of the Federal Republic of Germany, the French Republic, the Italian Republic and the Kingdom of Spain, recently joined by Japan and India as observers.

The MALE RPAS Programme Division (MRPD) is responsible for the execution of the Contracts for the Definition, Development, Production and In Service Support for the MALE RPAS, and of any potential additional Contracts in specific areas, e.g., ATI... against High Level Objectives defined by the PPSs.

The MALE RPAS Programme Division is based in Hallbergmoos (Munich area), Germany.

Over the last years, the MALE RPAS Programme has successfully passed towards gradual key milestones. A Definition Study was launched in 2016 to define common requirements among the Programme Participating States and was successfully concluded in 2018 with the System Preliminary Design Review (SPDR). The Invitation for Tendering for a Stage 2 Contract (Development and Production including 5 years of Initial In Service Support) was launched in October 2018. The subsequent two years were fully devoted to negotiating and refining the industry offer to ensure that the contract would meet PPS' expectation in

terms of performance, affordability and value for money. The BAFO for the Stage 2 Contract received on 18 November 2020 confirmed the necessary conditions, prices and performances are set to launch soon the programme with an aim of Stage 2 Contract signature end 2021, beginning 2022. In 2021, OCCAR received a Grant from the European Commission (100 M€) to co-fund the Programme and supported PPSs in their national staffing of the Stage 2 Contract. The Stage 2 Contract was signed on 24 February 2022. In 2023, the Preliminary Design Review progressed significantly and was completed in May 2024, immediately followed by the completion of the Requirement Maturation Review.

2. Duties and Responsibilities

The MALE RPAS Programme Manager (PM) is responsible to the OCCAR-EA Director through the OCCAR-EA Head of Programmes.

Within the framework of the delegation, the Programme Manager has the accountability and responsibility to achieve the Programme's general and specific high-level objectives and management objectives as set through the OCCAR rules.

The MALE RPAS Programme Manager is reporting to the Head of Programmes and is responsible for the tasks outlined below:

2.1 Programme Management

- Manage all aspects of the European MALE RPAS Programme, and direct the Programme Division according to the Programme Board Decisions and the OCCAR Rules and procedures;
- Manage the European MALE RPAS Programme on a day-to-day basis. This includes aircraft technical and ILS/ISS management, commercial management, configuration control, risk management, quality management, security management, information management and the relationship with the selected contractor;
- Make programme, financial, contractual, technical and ILS/ISS decisions, within the limits established by the OCCAR-EA Director and the Head of Programmes, the BoS and Programme Board Decisions and in accordance with approvals given by the Programme Committee;
- Manage the European MALE RPAS Programme in a cost-effective manner, ensuring that the contracted performance is delivered and all high-level objectives are met;
- Lead the Programme Working Group;
- Establish and lead Programme Management Reviews (PMR) with the contractor to review its performance against the Contract;
- Establish and maintain the appropriate Programme Divisional processes and procedures to enable ISO 9001 certification process and compliance with this standard;
- Ensure that the Programme Division meets Risk Management Maturity objectives in accordance with OCCAR processes and procedures;
- Prepare, co-ordinate and achieve the major programme milestones;
- Maintain the Through Life Programme Management Plan for the European MALE RPAS Development and Production Phase;

- Prepare regular reports in accordance with the OCCAR reporting system;
- Share lessons learned and best practice with other Programme Divisions and the OCCAR-EA Central Office with a view to innovating and achieving excellence in all aspects of programme management;
- Maintain close relations with the National Programme Coordinators;
- Share lessons learned and best practice with other Programme Divisions and the Central Office;
- Prepare and implement the Programme Management Plan as part of the overall Business Plan of the OCCAR Executive Administration.

2.2 Contracts and Finance

- Prepare and execute both the operational and the administrative budget for the European MALE RPAS Programme;
- Manage the contractual process in accordance with OCCAR Rules and procedures;
- Lead contract negotiations with the contractor and the prepare any contract amendment;
- Ensure the correct execution of the European MALE RPAS Contract and that the objectives regarding time schedules, performance and costs are met;
- Certify that the work due by the contractor as stated in the European MALE RPAS Contract has been completed as prescribed and that the relevant invoices are valid;
- Certify as payable the invoices issued by the contractor after their validation in accordance with the agreed terms of the Contract;
- Lead the contract preparation and negotiations with industry for the possible follow-on Development and Production Phases;
- Lead the contract preparation and negotiations with industry of Grant agreements coming from possible European Commission follow-on EDF award decision.

2.3 Personnel Management

- Participate in the selection process of all European MALE RPAS PD personnel;
- Line manage all European MALE RPAS PD Personnel, manage their performance and provide strong leadership to build an effective and highly motivated team that delivers its objectives;
- Establish, develop and maintain team spirit, irrespective of nationalities, in particular by promoting open and honest internal communication within the team at all levels;
- Duty of care in respect of the Health and Safety of all staff members in the MALE RPAS Division. IP 67-Annex A details the roles and responsibilities in this regard. As Programme Manager they are accountable to the Director for the proper discharge of these responsibilities for all members of the MALE RPAS Division, at all work locations and for all assigned activities.

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, Sections 10 and 11).

4.1 Essential:

- ES 1** A former job as "Programme Manager" on an important project;
- ES 2** Knowledge in applying all programme management disciplines in a Through Life Management sense;
- ES 3** Proven competency, knowledge and experience in contract and finance management, as well as management of the negotiation process;
- ES 4** Sound knowledge of Airworthiness Management and Qualification.

4.2 Desirable:

- DS 1** Proven ability in leading a multinational team;
- DS 2** Previous experience regarding first flight and permit to flight issues;
- DS 3** Previous experience in definition and implementation of logistic/in-service concepts;
- DS 4** Knowledge on production non-compliance and concession management;
- DS 5** Previous experience on remotely piloted aircraft systems.

5. Language Requirements

- ADVANCED level¹ 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 Master degree or equivalent qualification in the activities directly related to the described tasks is required.

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 (MALE RPAS Programme Manager)

Email: baptiste.longuet@occar.int

or

Sobia MIRZA (Head of Human Resources Division)

Email: sobia.mirza@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 application@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>.

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