



# Organisation for Joint Armament Co-operation Executive Administration

<b>VACANCY NOTICE</b>	
<b>Post</b>	AI10 – RISK, PLANNING & CONFIGURATION OFFICER
<b>Grade</b>	A3
<b>Division</b>	U212 NFS Programme Division
<b>Section</b>	N/A
<b>Management of Staff</b>	0
<b>Location</b>	Rome, IT
<b>Initial Contract Duration</b>	3 years
<b>Closing Date for Applications</b>	05/01/2026
<b>Start Date</b>	01/04/2026
<b>Interview Date</b>	Week commencing on 26/01/2026

## **1. Background**

OCCAR-EA manages the U212 Near Future Submarine (U212 NFS) Programme on behalf of the Italian Participating State (PS). The Programme scope includes the Development, Production and Initial In-Service Support (10-years of support for each submarine including spare parts) phases for four U212 NFS submarines, the development of the new submarine training center (Submarine Combat Training Team and Submarine Control Simulator) as well the design and development of a Lithium Battery System.

The U212 NFS Programme Division is located in Rome (Italy) with a satellite in La Spezia (Italy). This post is based in Rome.

## **2. Duties and Responsibilities**

The post holder shall be directly responsible for all the Risk, Planning and Configuration matters and will report directly to the U212 NFS PM.

The post holder will be responsible for:

- Risk Management;

- Planning of the activities related to the contract;
- Configuration of the contract:
  - responsible for the ECP (Engineering Change Proposal), ECR (Engineering Change Request), Deviations and Waivers management including their contractual implementation.

As far as **Risk Management** is concerned, they will:

- define and maintain the U212 NFS PD Risk Management Plan in accordance with the OCCAR policies, IP 111 and regulations stemming from the Programme Manager directives;
- coordinate the Programme Risk activities in liaison with Central Office;
- establish and maintain a risk register, using OCCAR tool, interacting with Industry, stakeholders and the Programme Division in order to identify, analyse, respond to, monitor and review all potential risks which could affect the Programme;
- inform the PM about any new development or significant changes to risk management;
- provide the PM with recommendations and status of risks and relevant response/fall-back plans;
- support the Risk Owners in risk management activities, such as migration of live risks into a database/risk register, and facilitating the risk workshops;
- organize periodical PD internal meetings, preparing all relevant documents for matters pertaining to Risk Management;
- provide the Programme Division staff with advice pertaining to risk matters;
- promote Risk Management towards their counterparts (customer and contractors);
- promote the improvement and assess PD Risk Management Maturity;
- contribute to the overall OCCAR-EA process improvement.

As far as the **Planning** activities are concerned, the post holder shall:

- prepare and update the U212 NFS Programme Management Plan,
- elaborate and manage the Programme Division planning;
- assess the Industrial planning (Reference, Master, Detailed and recovery).

As far as the **Configuration Management** activities are concerned, the post holder shall:

- define and maintain the U212 NFS PD Configuration Management Plan in accordance with the OCCAR policies and regulations;
- manage the contractual configuration activities in accordance with the OCCAR policy and regulations;

- coordinate the analysis of the Industry configuration management plan containing all necessary data for characterizing the specific configuration process;
- check the correct application of the procedures during the evolution of the programme for what concerns risk management and engineering changes to be implemented;
- coordinate the validation of the list of deliveries;
- coordinate Engineering Change Proposal processing;
- act as Configuration Control Board secretary;
- assess Industry Configuration Management Plan;
- monitor Industry Configuration Management process.

As far as the other transversal activities are concerned, they will participate to them, consistently with the responsible post-holders, for the part dealing with areas of their competence.

As needed and directed by the PM, the post holder shall act as a focal point within the PD, for any matter/issue of interest within their area of competence.

### **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** Proven experience in handling Risk Management processes and methodologies in critical activities related to submarines, including maintenance, major overhaul, and operational failures, with at least 3 years of practice in an operational environment;

- ES 2** At least 2 years of previous professional experience in the submarine domain within the National Navy General Staff, the Naval/Armament Directorate, or equivalent Navy Central Offices, dealing with submarine programmes, contract administrative closing matters, and analysing risks in developing new programmes;
- ES 3** Comprehensive working knowledge of Configuration Management processes applied to defence programmes;
- ES 4** Technical competencies and thorough knowledge of all transversal activities listed in the area of duties and responsibilities;
- ES 5** Demonstrated involvement in procurement or in-service support activities within the National Navy General Staff and/or the National Armament Directorate, specifically in the relevant submarine procurement field.

#### 4.2 Desirable:

- DS 1** Experience in international programmes, co-operation activities and intercultural relationships;
- DS 2** Knowledge of other defence related structures and organisations;
- DS 3** Working experience in complex programmes interfacing with the defence industrial counterpart, particularly Project Management Teams;
- DS 4** Proven experience of working with the customer governmental official technical and/or operational experts.

### **5. Language Requirements**

- ADVANCED level<sup>1</sup> 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 educational level qualification) with at least five years of experience in the activities directly related to the prescribed tasks.

### **7. Security Clearance**

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

---

<sup>1</sup> The language levels can be found on the OCCAR website, [www.occar.int](http://www.occar.int) Careers / Applying.

## **8. Applications and Points of Contact**

For further information regarding this Post, please contact:

Decio Trinca (U212 NFS Programme Manager)

Email: [decio.trinca@occar.int](mailto:decio.trinca@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>.