



# Organisation for Joint Armament Co-operation Executive Administration

<b>VACANCY NOTICE</b>	
<b>Post</b>	A074 - ICT SYSTEM ADMINISTRATOR AND CLOUD & AI EXPERT
<b>Nationality</b>	Vacancy is only open to nationals of an OCCAR Member State: Belgium, France, Germany, Italy, Spain and the United Kingdom.
<b>Grade, Step, Salary</b>	Grade A3, Step 1 We offer an excellent compensation package. Find out more on <a href="#">our remuneration webpage</a>
<b>Division</b>	Information Division
<b>Section</b>	Information and Communication Technology Section
<b>Management of Staff</b>	0
<b>Location</b>	Bonn, DE
<b><u>Initial</u> Contract Duration</b>	3 years
<b>Closing Date for Applications</b>	12/01/2026
<b>Start Date</b>	01/05/2026
<b>Interview Date</b>	Week commencing on 16/02/2026

## **1. Background**

The Information Division (ID) is responsible for providing services related to Information and Communication Technology (ICT) and Information Management (Info Mgmt) to support and enable the Programme Divisions and the Central Office to carry out the core activities of OCCAR-EA efficiently and effectively.

This includes all matters relating to ICT and Info Mgmt, including the management of IT infrastructure, cybersecurity, data protection, digital communication systems, collaboration tools, software applications, knowledge management, data governance, and ensuring the secure and compliant handling of all information across OCCAR-EA

The ICT Section plays a key role in the transformation, automation, and security of OCCAR's multi-site IT infrastructure. In line with OCCAR's strategy, this vacancy seeks a highly qualified professional with a hybrid skill set, combining expertise in cloud architecture, systems administration and up-to-date knowledge of artificial intelligence.

## **2. Duties and Responsibilities**

The ICT System Administrator and Cloud & AI Expert will report to the ICT Section Leader. The post holder supports the ICT Information Systems Administration Manager (ISAM) and works in close collaboration with the ICT System Administrators, the rest of the ICT team and the Information Management Section. This position represents a strategic technical role within the ICT team, with a special focus on the design and integration of secure and efficient cloud solutions. The postholder will also act as a facilitator for the responsible adoption of emerging technologies, including generative AI tools and advanced automation solutions.

The selected candidate will contribute to the technical development as well as, the strategic direction of OCCAR's ICT infrastructure, collaborating across functional areas and promoting the innovative and efficient use of available technologies.

In particular, they will:

- Translate business needs on Cloud & AI to ICT technical solutions, in collaboration with all the other ICT domains (Cyber-Security, Network, Database, Service Support) and under the coordination of the ICT Section Leader in close collaboration with Information Management;
- Identify opportunities for automation and optimisation within existing ICT and business processes, leveraging cloud-native capabilities and, where appropriate, artificial intelligence solutions to enhance efficiency, scalability, and decision-making;
- Design and propose cost-efficient architectures and scalable solutions for hybrid or cloud-native workloads:
- Support the secure integration of cloud services, particularly Microsoft Azure and Microsoft 365, with OCCAR's on-premises Active Directory infrastructure, ensuring alignment with security policies and hybrid identity requirements;
- Provide expertise in the administration, optimisation, and evolution of on-premises Active Directory services, including their secure integration with Microsoft Entra ID and Active Directory Federation Services (ADFS) in a hybrid identity architecture;
- Evaluate and advise on the use of commercial AI tools in workflows that do not involve restricted information;
- Design secure and compliant frameworks for the responsible use of artificial intelligence in on-premises environments handling information up to Restricted level, ensuring alignment with applicable security policies and classification constraints;
- Collaborate with internal teams to define and execute pilot projects that demonstrate the practical value of cloud or AI technologies;
- Produce internal documentation, reports, technical guidelines, and training material related to infrastructure, cloud, and AI usage;
- Stay up to date with trends in AI, cloud, virtualisation, and automation, and translating them into actionable plans;
- Initiate and support every procurement process related to their expertise and projects;

- Manage Systems, Cloud and AI related support contracts, contractors and Service Level Agreements;
- Additional tasks as defined by the System Administrator Manager and the ICT Section Leader;
- Deputize the ICT Systems Administration Manager when required.

### **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 knowledge and practical experience in designing, implementing, and maintaining cloud architectures, with a strong understanding of cloud service models, secure deployments, and hybrid integration strategies across public and private infrastructures;
- ES 2** Sound knowledge and experience in the deployment and administration of cloud services using native cloud tools and automation techniques, capable of designing and operating cloud-based solutions from an architectural perspective, while maintaining system administration responsibilities in hybrid environments.;
- ES 3** Sound knowledge and experience in the administration of both Linux and Windows servers in enterprise environments, including on-premises and cloud-based deployments; familiarity with managing systems in virtualised and hybrid infrastructures, ensuring reliability, security, and integration with core services;
- ES 4** Sound knowledge of infrastructure automation techniques, including both interactive management through cloud-native tools and automated provisioning using Infrastructure as Code approaches; familiarity with

continuous integration and continuous deployment workflows (CI/CD), as well as scripting or configuration frameworks commonly used to manage and deploy resources in hybrid or cloud environments;

**ES 5** Sound knowledge of artificial intelligence principles and current trends, including the practical application of generative AI; ability to design and guide the implementation of AI-based solutions that improve processes or services within the organisation, ensuring their responsible adoption and alignment with strategic and operational goals.

#### 4.2 Desirable:

**DS 1** Experience in the Microsoft cloud ecosystem, including Azure infrastructure services, Microsoft 365, and Entra ID; familiarity with core platform capabilities such as resource management, identity governance, policy enforcement, monitoring, and automation using native tools;

**DS 2** Good knowledge of Infrastructure as Code (IaC) practices and tools, including experience with solutions such as Terraform, Bicep, or ARM templates; familiarity with using GitHub or similar platforms for version control, automation workflows, and continuous integration of infrastructure deployments in cloud environments;

**DS 3** Good knowledge of programming languages such as Python and C++, along with scripting languages commonly used in system administration and automation, including Bash and PowerShell; ability to apply these languages to support infrastructure operations;

**DS 4** Good knowledge of virtualisation platforms such as VMware, Hyper-V, and Proxmox, with experience in migrating virtual machines and workloads to Microsoft Azure; familiarity with hybrid virtualised deployments and enterprise storage systems, including SAN/NAS architectures and related protocols such as Fibre Channel (FC) and iSCSI;

**DS 5** Experience in the design and implementation of AI-powered solutions in enterprise environments, including prompt engineering, the use of Microsoft 365 Copilot, and the development of agent-based chatbots; familiarity with Retrieval-Augmented Generation (RAG) approaches and fine-tuning of language models; experience leveraging Azure AI services to build and integrate intelligent capabilities into business workflows and automation processes using Microsoft 365 tools, as well as applying AI to Enterprise Resource Planning (ERP) systems such as Microsoft Dynamics to enhance efficiency and decision-making.

## 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.

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

## **6. Qualifications**

- A university degree equivalent to EQF Level 6 with at least two years of proven professional experience in the relevant activities, or an EQF Level 5 qualification with more than four years of professional experience in the same areas are required.
- Any relevant certifications related to the technical requirements will be considered as an asset (e.g., Microsoft AZ-900, AZ-104, SC-300, AI-900, AI-102, certifications in Git, Terraform, Docker, Ansible, etc.) and are desirable.

## **7. Security Clearance**

Security clearance at OCCAR SECRET level is required for this post - or needs to be obtained within the first 6 months of employment.

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

Applicants wishing to apply for this Post should email the completed application and supporting documentation to: [application@occar.int](mailto:application@occar.int)

For further information regarding this post please send your inquiry to the same email address.

### **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>.