



# Organisation for Joint Armament Co-operation Executive Administration

<b>VACANCY NOTICE</b>	
<b>Post</b>	A001 - OCCAR-EA Director
<b>Grade</b>	A7*
<b>Division</b>	-
<b>Section</b>	-
<b>Management of Staff</b>	Around 500
<b>Location</b>	Bonn, Germany
<b>Initial Contract Duration</b>	3 years
<b>Closing Date for Applications</b>	17 March 2026
<b>Start Date</b>	01 February 2027
<b>Interview Date</b>	June 2026

## **1. Background**

The Organisation for Joint Armaments Co-operation (OCCAR) is an international organisation established under the OCCAR Convention (an international Treaty) to manage defence procurement programmes on behalf of the Member States. The Member States are currently France, Germany, Italy, the UK, Belgium and Spain.

OCCAR comprises:

- The Board of Supervisors (BoS) which is the organisation's directing body. The Defence Ministers of the OCCAR Member States are the formal members of the BoS, although their interests are represented on a day-to-day basis by the respective National Armaments Director or equivalent.
- The Executive Administration (EA) which is led by the Director. The Director is responsible for the efficient and effective management of the programmes assigned to OCCAR which includes contract awards. OCCAR currently manages the Defence Programmes in all domains across the Programme Life Cycle.

There are about 32 armament programmes in OCCAR in order to meet the operational capability requirements for air, navy and land forces of the participating states.

The Headquarters of OCCAR are in Bonn. The Central Office of the Executive Administration which consists also of the Directorate is located in the headquarters of OCCAR, together with a number of the Programme Divisions. There are other OCCAR premises hosting Programme Divisions throughout Europe. The Executive Administration of OCCAR comprises currently approximately 430 staff, of which 220 are based in Germany, 90 in France, 70 in Spain and 50 in Italy.

## **2. Duties and Responsibilities**

The Director shall be directly responsible to the BoS for the operation of the EA.

The Director's primary duties are:

- The effective leadership and management of OCCAR-EA in line with the convention and the objectives specified by the BoS and respective Programme Boards, acting in a manner consistent with applicable relevant national and international laws and regulations;
- To ensure that all programme objectives are met;
- To conduct OCCAR-EA business in accordance with internationally recognised management rules and regulations, and consistent with a sound business planning approach;
- To ensure the provision of a comprehensive personnel management function for OCCAR-EA and have responsibility for the working and physical environment provided for OCCAR-EA staff;
- To build and maintain effective relationships with customer nations, other international organisations and industry.

In these roles, the Director is supported by a Deputy Director and a Head of Programmes. Together, they operate a business culture of a maximum delegation of authority to subordinate management levels.

## **3. Accountability**

The Director is personally accountable to the BoS for all OCCAR-EA activities. The Director must maintain awareness of the political context in which OCCAR operates and provide accurate information to the BoS, Programme Boards, Programme Committees, or other national staff in response to national parliamentary enquiries.

## **4. 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**

- A strong and proven ability to lead and manage a large, high profile and complex organisation, providing the necessary guidance and motivation to achieve set objectives at both team and individual levels and in a multicultural context.
- Executive management ability proven through results attained in performing jobs in the programme management field for national/international organisations.

## **CS 2**

- Excellent interpersonal skills with Diplomatic and effective communication and negotiating skills at all levels within OCCAR as well as with Nations and Industry.
- The ability to interact sensitively, effectively and professionally with persons from diverse cultural, educational and professional backgrounds, and of all ages and life styles.

## **CS 3**

- The ability to think in the political dimension, setting the framework for OCCAR.
- A clear understanding of the nature and roles of both public sector and commercial organisations.

## **CS 4**

- 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.
- The ability to orchestrate and implement clear, efficient and logical approaches to work, to manage time, assignments and objectives.

## **CS 5**

- Ability to work in a changing, developing and demanding environment with full application of state-of-the-art programme management methods, including a strong performance and risk management regime.
- The ability to use Computer and Information Technology (ICT) facilities, with a working knowledge of MS Office software.

## **5. Specialist knowledge and experience required for the post**

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

### **5.1 Essential:**

- ES 1** A proven track record of leading and managing a major organisation to deliver against demanding objectives, including effective change management skills;
- ES 2** A proven track record of successfully managing a demanding portfolio of national/international armament programmes across the Programme Life Cycle;
- ES 3** Experience of managing a major organisation with mixed staff and complex interactions (ideally including a multi-site workforce);

**ES 4** Knowledge of the European defence industry and defence related Organisations, with an understanding of the political context in which OCCAR is operating;

**ES 5** Good understanding of strategic quality and risk management concepts, methods and techniques.

5.2 Desirable:

**DS 1** Practical experience of multinational in-service support solutions;

**DS 2** Practical experience of applying Life Cycle Costing to optimise through-life decision making;

**DS 3** Knowledge and experience in the definition and implementation of new programmes into an armament organisation.

## **6. Language Requirements**

- ADVANCED level of ENGLISH both oral and written.
- Additional knowledge of another OCCAR Member language will be considered as an asset.<sup>1</sup>

## **7. Qualifications**

A university degree or equivalent qualification is mandatory.

## **8. Security Clearance**

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

## **9. Terms of Reference**

The complete terms of reference for the post of OCCAR-EA Director can be found in the OCCAR Management Procedure (OMP) No.3, at Annex F. This Annex shall be an integral part of the Director's personal contract.

## **10. Terms of Appointment**

The appointment will normally be for four years, which will be exercised through an initial three-year contract plus an extension of one year.

## **11. Salary**

This is a senior appointment with the grade A7\* (according to the Co-ordinated Organisations rules – free of national and German income tax). Additional allowances may be payable depending on personal circumstances. Deductions will be made from salary to cover medical insurance, Provident Fund contributions, and a small internal tax.

## **12. Political Activities**

Whilst under OCCAR employment, there are restrictions on the Director's freedom to engage in political activities.

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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.

### **13. Equal Opportunities**

OCCAR-EA is an equal opportunity employer and encourages applications from all eligible persons on the basis of their qualifications and abilities.

### **14. Applications**

Applications would be welcomed from nationals from the OCCAR Member States and should be made, through a national sifting process by national administrations resulting in one candidate per nation, to the BoS Chairman by comprising:

- A personal letter in which the candidate describes their motivation and added value in applying for the OCCAR-EA Director's post.
- A completed OCCAR-EA recruitment form.
- An up-to-date CV.

### **15. Selection Process**

The selection process will comprise an interview by the OCCAR BoS.

Interviews will take place in Bonn or in Rome.

The confirmation of the selection of the preferred candidate will be subject to the outcome of a medical examination.

### **16. Points of Contact**

Joachim Sucker - OCCAR-EA Director - Tel.: +492285502101  
Email: [joachim.sucker@occar.int](mailto:joachim.sucker@occar.int)

Torsten Hofmann - Directorate Senior Executive Adviser - Tel.: +492285502106  
Email: [torsten.hofmann@occar.int](mailto:torsten.hofmann@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>.