



VACANCY NOTICE	
Post	A824 - COMMERCIAL/RISK & CONFIGURATION OFFICER
Grade	A3*
Division	HORIZON Programme Division
Section	Commercial Section
Management of Staff	0
Location	Paris, FR
Initial Contract Duration	3 years
Closing Date for Applications	04/08/2026
Start Date	01/12/2026
Interview Date	Week commencing on 21/09/2026

1. Background

The HORIZON (HRZ) Programme Division (PD) is in charge of the management of two different Programmes, namely the HRZ Mid-Life-Upgrade (MLU) and FREMM Programmes.

The scope of the HORIZON Programme is the development, production and initial in-service support of the HORIZON ships Class Mid-Life Upgrade. The FR-IT HORIZON Class is composed of the following 4 vessels:

- 2 French Vessels:
 - Forbin (FOC-FR);
 - Chevalier Paul (FOS-FR).
- 2 Italian Vessels:
 - Andrea Doria (FOC-IT);
 - Caio Duilio (FOS-IT).

Besides, with a dedicated section, the PD is responsible for the management of development, production and In-Service Support of the European Multi-Mission Frigate (FREMM).

The FREMM Programme is broken down into different ship versions:

- Anti Sous-Marine (ASM) / Frigate de Defense Aerie (FREDA) versions for FRANCE;
- General Purpose (GP) / Anti-Submarine Warfare (ASW) /Anti-Submarine Warfare enhanced (ASW enhanced)/ Evolution (EVO) versions for ITALY.

During the 2026, the French participation to the FREMM Programme is expected to be completed but, on the other hand, it is expected the integration of a new Participating State into the Programme.

The HORIZON PD is located in the Paris area with one Satellite office in La Spezia (Italy). A new additional Satellite office will be created in Toulon (France) in 2026.

This post is based in the Paris area (France).

2. Duties and Responsibilities

The role of the Commercial/Risk & Configuration Officer is to provide support for the management of the Programme Division in the field of the:

- commercial and financial issues in the framework of the FREMM, HRZ-MLU and TL2SM2 managed contracts as well as relevant founding documentation (Programme Management Authorisation (PMA), Memorandum of Understanding (MoU) and Programme Decisions (ProgDs));
- configuration of the contract:
 - responsible for the FREMM and TL2SM2 Engineering Change Proposal (ECP) Management, including their contractual implementation;

- overseeing and supporting the Finance & Contract Officer 1 in updating the Contractual documentation (Terms&Condition, Statement of Work and Technical Specifications).
- Risk management.

For the common programme activities, the post holder shall be jointly responsible with the relevant Staff Member and therefore they shall co-ordinate.

The Commercial/Risk & Configuration Officer will report:

- for Common Programme activities to the Programme Manager (PM) and to the Deputy HRZ-MLU Programme Manager (DPM);
- for Programme matters concerning only the Participating State from which they are a national, to the PM or DPM (the one who is also a national from the Participating state). Nevertheless, they shall keep the corresponding officers informed to guarantee the proper management of the common programme activities.

Their activities will be coordinated by the Internal Quality & General Management Officer 1.

As far as the Commercial issues are concerned, the post holder will:

- Manage the Contracts in the FREMM and HRZ-MLU PD Scope (Main FREMM and HRZ-MLU Development and Production, IT ISS,) and the relevant amendments;
- Prepare/update the contract documentation on the occasion of new Contracts' award and/or FREMM, HRZ-MLU and TISM2 Contracts' Amendments (T&Cs, Statements of Work and Technical Specifications);
- Handle any legal or contractual issues that may arise during the execution of the contracts;
- Concerning the founding documentation management, they will support the Participating States in preparing the relevant ProgDs and related amendments;
- MoU and related amendments.

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

- Manage the configuration activities, define and maintain the HORIZON PD Configuration Management Plan in accordance with the OCCAR rules and contractual requirements;
- Coordinate the relationships between the HORIZON PD, the national experts and Central Office ensuring contribution for the benefit of the programme;
- Acquire from industry and assess a 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;
- Coordinate, in application of the OCCAR True Life Management policy, the configuration and the related matters to the evolution of the warships to be delivered;
- Validate the deliveries and/or the performances concerning configuration management;
- Plan and organise the Configuration Control Board (CCB) on a semi-annual basis in order to review and assess the status of Engineering Change Proposals (ECPs) and Options under the FREMM and TISM2 programmes;
- Coordinate Engineering Change Proposal processing;
- Act as Configuration Control Board secretary;
- Monitor Industry Configuration Management process.

As far as Risk management is concerned, they will:

- Develop and maintain the HORIZON PD Risk Management Plan in accordance with the OCCAR policies and regulations, in line with OCCAR Quality Management System procedures;
- Co-ordinate the Programme Risk Management activities in liaison with Central Office, assist the PD Staff Members in the identification, risk analysis, response planning definition and monitor/review the mitigation actions;
- Establish and maintain a risk register, using OCCAR tool, interacting with Industry, stakeholders and the Programme Division in order to identify potential risk areas;
- Inform the PM about any new development or significant changes to risk management;
- Support the PM and 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;
- Organize periodical external meetings/workshop/Risk Reviews, to share external Risk Registers with the relevant stakeholders (Contractor and Participating State), promoting an effective communication on RM issues;
- Monitor the Risk Management process, making proposal for continuous improvement;
- Conduct the self-assessment with regard to the Risk Management Maturity Model and the KPI I7.2;

- Participate to risk Community of Practices (CoP) and other risk related meetings/events;
- Provide Reports on risks to Corporate, Programme Level and External and in particular assist PM/DPM during Director's Risk Review;
- Provide the Programme Division staff with advice pertaining to risk matters.

Moreover, they will act as Deputy Finance & Contract Officer 1 (FCO 1) giving support to the FCO 1 in the Operational Budget management:

- Defining and Managing the Operational Budget, Midterms estimates and Forecast of outturn;
- Propose and manage the Call For Funds (CFF) process in coordination with the Finance Division and the Nation;
- Manage and monitor the contractual commitments to ensure consistency with the financial ceilings;
- Track Letters of Mandate received from the Participating State from which he is a national and update the relevant annexes of the Programme Decisions (ProgDs) accordingly, ensuring that the Nation formal commitment with the corresponding funds and that such funds can be duly implemented within the relevant contracts;
- Monitor available provisions across the FREMM, HRZ MLU and TLSM2 programmes, including the tracking of their allocation and utilisation;
- Check invoice and manage the relevant payments;
- Prepare the Board and Auditors Audits and manage the relevant recommendations;
- Manage the ERP software in order to maintain always updated the Programme financial database;
- Prepare reports, financial analysis, summary of forecast as required by OCCAR financial rules.

If necessary, take temporary additional tasks concerning:

- common activities as required, jointly by the Programme Manager and the Deputy HRZ-MLU Programme Manager (DPM);
- activities relevant to the Participating State from which they are a national, as required by the PM or DPM (the one who is also a national from the Participating state).

In this framework the post holder is tasked as Focal Point in Paris for matters related to ILS/ISS and Combat System, and they will support the PM/DPM for the whole Contractual and Technical Activities in the following Design Areas and Systems:

- Anti-submarine warfare;

- Anti-air warfare;
- Anti-surface warfare;
- Communications;
- Combat Management System;
- Electronic Warfare;
- Internal Networking System;
- Navigation.

and the following design transversal aspects and contractual activities:

- C/S Physical Integration (CSPI);
- C/S Functional Integration;
- Security;
- Electro Magnetic Engineering (EME) and TEMPEST regulation.

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** Technical competencies, proven experience and deep knowledge of all what is listed in the area of their duties and responsibilities, with extensive

demonstrable knowledge and experience within the field of naval defence procurement;

- ES 2** Wide knowledge in risk management theory and processes;
- ES 3** Basic knowledge in the budget and cash financial management activities of International or National Programmes including budgeting and forecasting; knowledge of public sector financial accounting principles;
- ES 4** A comprehensive working knowledge of Configuration Management Processes and national policies and practices, with specific focus on the management of technical requirements and their configuration control;
- ES 5** Onboard experience as Combat System Engineer Officer or Chief Engineer Officer.

4.2 Desirable:

- DS 1** Experience in international co-operation activities and intercultural relationships; and Experience in drafting/negotiating of international agreements/arrangements;
- DS 2** Former experience in the National Navy General Staff/ Naval Armament Directorate or equivalent Navy Central Offices;
- DS 3** Working experience in risk management gained in defence programmes or in defence related organisations on a comparable level of seniority;
- DS 4** Broad experience in contract technical management, trials/testing and acceptance of technically complex deliverables;

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 of Science in Engineering (Electronic/Telecommunication or Naval Architecture/Engineering)² with several years of experience in the activities directly related to the prescribed tasks (mandatory).

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

² It is a University degree of five or six year second cycle (master's) degree (300 or 360 ECTS)

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:

Mr. Lorenzo Raciti (Programme Manager)

Email: Lorenzo.raciti@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>.