



Organisation for Joint Armament Co-operation Executive Administration

VACANCY NOTICE	
Post	A214 – SYSTEM ENGINEERING AND SUPPORT OFFICER
Nationality	Vacancy is only open to nationals of a COBRA Programme participating State (France and Germany).
Grade, Step, Salary	Grade A3, Step 1 We offer an excellent compensation package. Find out more on our remuneration webpage
Division	COBRA Programme Division
Section	Technical Section
Management of Staff	0
Location	Bonn, DE
Initial Contract Duration	3 years, Initial Contract Duration and Extension of Initial Contract are subject to the signature of the ProgD
Closing Date for Applications	08/09/2024
Start Date	01/12/2024
Interview Date	Week commencing on 30/09/2024

1. Background

COBRA is a multinational collaborative Programme for the In-Service Support (ISS) and Mid-Life Update (MLU) of a COunter Battery RADar (COBRA) System for Germany and France. The COBRA Programme Division (CPD) is the Integrated Programme Team appointed for the management of the COBRA Programme, currently managing the In-Service Support Phase and Mid-Life Update.

The prime objective of the Division is to provide the required level of System Availability to the Participating States and to support them on Operations. The post holder will contribute to this objective.

2. Duties and Responsibilities

The System Engineering and Support Officer is responsible to the Programme Manager (PM) and the Technical Section Leader (TSL) for all their allocated system engineering and support activities.

The System Engineering and Support Officer will in particular:

2.1 General Support management

- Provide technical advice to the PM and the TSL;
- Provide support for In Service Support activities;
- Provide support for Mid-Life-Update activities;
- Monitor Contractor activities and ensure the management of the allocated OCCAR Tasking Orders (OTOs);
- Establish contractual requirements related to System Engineering and Support areas;
- Provide input for reports to OCCAR and Nations;
- Contribute to the preparation of positions and decisions of the division;
- Support the establishment and maintenance of logistic procedures and related office instructions (including CLI - COBRA Logistic Instructions);
- Other duties as directed by the PM or the Technical Section Leader (e.g. contribution to Risk Management, Safety Management, Obsolescence Management, Quality Assurance and Budget preparation).

2.2 System Engineering

- Review, technically assess and manage the COBRA Technical Reports (CTR) and Depot Level Maintenance (DLM) Reports as requested;
- Provide Technical assessment of Engineering Change Proposals (ECP) as requested;
- Monitor Contractor activities and ensure the management of the allocated MLU contracts;
- Manage the Qualification, acceptance and delivery of allocated hardware and software COBRA items;
- Establish and maintain the Divisional instructions related to these areas.

2.3 In-Service Support (ISS) activities

- Define System Engineering & Support contract requirements and support negotiations of Contracts as required;
- Ensure the comprehensiveness and consistency of the technical requirements for ISS Contracts;
- Monitor ISS Contractor activities (e.g. keep engineering projects on schedule/costs);
- Process OCCAR Tasking Orders (OTO) under own responsibility;
- Manage and report on KPIs in the area of System Engineering and Support to meet COBRA High Level Objectives (HLOs).

2.4 Equipments

- Provide support to Configuration Management;
- Provide support to Depot Level Maintenance activities;

- Prepare and assess Engineering Change Proposals.

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** Wide knowledge and effective experience of In-Service Support activities;
- ES 2** Knowledge and experience in System Engineering;
- ES 3** Knowledge and experience in Hardware and Software Engineering Management;
- ES 4** Knowledge of project management (preferably in an international environment);
- ES 5** Experience of establishment of processes and associated documents.

4.2 Desirable:

- DS 1** RADAR Technical Background;
- DS 2** Significant experience and familiarity with supply chain concepts and modelling tools;
- DS 3** Experience of multinational collaborative procurement and/or support programme;
- DS 4** Familiarity with programme control tools, scheduling techniques and reporting systems;
- DS 5** Experience of technical requirements management tools.

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 higher secondary education or comparable education and/or experience in the activities directly related to the tasks described is highly 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: vacancies@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>.

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