

TALEO Job Number: 170179

Vacancy Number: A04/0317

Post Number: OSC OCC 0100

Job Title: Analyst (Energy/Natural Resources)

NATO Grade: A-2

Basic Monthly Salary (12 x per year): 5.260,30 €, tax free

Closing Date: Thursday 22 June 2017

Duration of contract: Due to the nature of this post, and the need for recent external functional experience, the duration of the contract offered will be 3 years, with a possibility to renew once, for a maximum total duration of 6 years.

GENERAL BACKGROUND:

SHAPE, the Supreme Headquarters Allied Powers Europe, is the Headquarters of Allied Command Operations (ACO), one of the two major military commands of the North Atlantic Treaty Organisation (NATO). ACO safeguards an area extending from the northern tip of Norway to the eastern border of Turkey. This equates to nearly two million square kilometres of land, more than three million square kilometres of sea, and a population of about 320 million people.

POST DESCRIPTION:

Location: Casteau/Mons, 60 Km south of Brussels (Belgium)

Division: CCOMC

POST CONTEXT

SHAPE is the Strategic Headquarters for Allied Command Operations. The Operations Directorate at SHAPE is responsible for ensuring that ACO forces are at the state of readiness required to carry out an effective defence under the terms of MC 400. The Comprehensive Crisis and Operations Management Centre (CCOMC) is SHAPE's organisation for thinking, planning and acting strategically and comprehensively in multiple crises and operations simultaneously.

The Civil-Military Analysis (CMA) Branch provides a research and analysis capability within specific regional and thematic domains contributing to SHAPE efforts to enable SACEUR to provide timely and informed advice to the NAC and Direction and Guidance to subordinate commanders. In coordination with military and other civilian experts, CMA provides multidimensional contextualised understanding of the political framework, the social characteristics and the socio-economic drivers of potential, emerging, and on-going crises and current operations, especially as they impact the Alliance's interests. CMA bases its analysis on classified, open and privileged information sources within the NATO Command Structure, Academia, Think-Tanks and research departments of International Organisations (IOs) and Non-Governmental Organisations (NGOs), maintaining relevant networks with them.

The Analyst (Energy/Natural Resources) leads one of the thematic dimensions of CMA's research and analysis function and contributes to the Branch's overall analysis production.

REPORTS TO

Principal Analyst, OSC OCC 0050,
Branch Head (CMA), OSC OCC 0010.

PRINCIPAL DUTIES

The incumbent's duties are:

- 1) Provide analysis, briefings, and reports on energy security matters as well as on relevant aspects of economic and environmental issues, based on SACEUR's priorities;
- 2) Provide analysis on the energy security aspects of emerging and on-going crises and conflicts, based on SACEUR's priorities;
- 3) Conduct collaborative analysis with other regional and thematic analysts;
- 4) Organise events, workshops and trainings on energy of relevance to SHAPE's mission;
- 5) Compile, analyse and report on energy-related developments, policy considerations and strategies regarding energy security, based on SACEUR's priorities;
- 6) Provide support in the form of analysis, advice, briefing, and reports on energy security matters as well on aspects of economic and environmental policies of special relevance in the energy security area;
- 7) Support NATO operations and missions and maintain contacts with the relevant offices in NATO Headquarters, as required;
- 8) Establish and maintain contacts, as appropriate, with Academia, Think-Tanks and research departments of IOs, NGOs and private sector to support research and analysis;
- 9) As per Principal Analyst's direction, lead or coordinate analytical teams in both thematic as well as regional configurations;
- 10) Perform other related duties as assigned.

Legal authority is held: None

Budget authority is held: None

Decision authority is held: None

Supervisory duties: None

There are no first line reporting responsibilities.

ADDITIONAL DUTIES

The incumbent may be required to undertake deployments in support of military operations and exercises, and/or TDY assignments, both within and without NATO boundaries. Such operational deployment may exceed 30 days duration up to 183 days in any period of 547 days, and may be on short notice. For NATO International Civilian Staff, acceptance of an employment contract linked to this post constitutes agreement to deploy in excess of 30 days if required.

The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract.

QUALIFICATIONS:

ESSENTIAL QUALIFICATIONS:

1. Professional/Experience

- a) 2 years of recent experience in governmental, non-governmental, international or industrial organisations related to the development, implementation and assessment of energy and natural resources policy in international context.
- b) Strong understanding of the impact of energy and natural resources on national/international economic, security, military and social policies and geopolitics.
- c) Regional expertise in at least one of the following regions: Southern Mediterranean Basin, Maghreb, Sub-Saharan, Horn of Africa, Commonwealth of Independent States, Caucasus, Balkans, Central Asia and Middle East.
- d) 2 years of recent experience in a governmental, non-governmental, international or private sector organisation with a responsibility related to conflict analysis, primarily the political, economic and social dimensions.
- e) Regional expertise in at least one of the following regions: Southern Mediterranean Basin, Maghreb, Sub-Saharan, Horn of Africa, Commonwealth of Independent States, Caucasus, Balkans, Central Asia and Middle East.

2. Education/Training

University Degree in economics, international relations or political science, with a focus on the economics of energy and natural resources, geo-economics or geopolitics of energy and natural resources, and 2 years function related experience, or a Higher Secondary education and completed advanced vocational training in that discipline leading to a professional qualification or professional accreditation with 4 years post-related experience.

3. Language

English SLP 3333 (Listening, Speaking, Reading and Writing)

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

4. Standard Automatic Data Processing Knowledge

Word Processing	:	Working Knowledge
Spreadsheet	:	Working Knowledge
Graphics Presentation	:	Working Knowledge
Database	:	Not required
eMail Clients/Web Browsers	:	Working Knowledge
Web Content Management	:	Not Required

DESIRABLE QUALIFICATIONS

1. Professional/Experience

- a) Previous relevant work experience in diplomatic services or international organizations.
- b) Previous work experience in research and analysis, specifically on the political and economic implications of energy security developments.
- c) SharePoint working knowledge.

2. Education/Training – N/A

3. Language

Knowledge of Arabic and/or Russian would be an asset.

CIVILIAN POSTS

1. Personal Attributes

Subject matter expert on energy politics and economics, geo-economics and geopolitics of energy and natural resources.

Motivated and flexible team player and effective communicator; able to convey complex problems simply.

Demonstrated ability and willingness to work as a member of a team, with people of different backgrounds and gender, while maintaining impartiality and objectivity;

Demonstrated gender awareness and sensitivity, and ability to integrate a gender perspective into tasks and activities.

2. Managerial Responsibilities – N/A

3. Professional Contacts

Collaborates as required with subject matter experts and customers across SHAPE staff, ACO-subordinate commands and external counterparts to exchange relevant information in support of ACO's mission.

4. Contribution to the Objectives

Lead of CMA research and analysis work on energy security issues. He/she delivers briefings to SHAPE staff as required, to enable SACEUR to provide timely and informed advice to the NAC and Direction and Guidance to subordinate commanders.

5. Work Environment

The work is normally performed in a typical Office environment. Normal working conditions apply. The risk of injury is categorised as: No Risk.

REMARKS

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!!PLEASE READ CAREFULLY!!

HOW TO APPLY FOR A NATO CIVILIAN POST AT SHAPE:

In order to apply, please visit the following address : <https://nato.taleo.net/careersection/2/jobsearch.ftl?lang-en> and follow the steps to fill in your application and submit it.

Only applications completed in accordance with the following instructions will be taken into consideration. The others will be rejected automatically. It is imperative that you attach a copy of the qualification/certificate covering the highest level of education required by the job description. If this certificate is not in one of the two official NATO languages, you should include a translation into French or English. Please do not attach more than 4 documents.

Candidates must answer each question completely in English (preferably) or in French. Expressions such as: please see attached CV, please see annex, please see enclosed document etc are not acceptable; this is a cause of immediate rejection of the application.

If necessary you will be requested to supply documentary evidence in support of the statements you make in your application. Do not, however, send any additional documentation (such as certificates of other education/training, evaluation sheets, job descriptions, letters of appreciation/recommendation etc...) until you have been asked to do so by the SHAPE recruitment office.

Remarks:

- A) Note for the personnel officers: if you have qualified redundant staff of same grade, please let us know by message not later than Thursday 08 June 2017.
- B) Due to the large amount of applications received for all vacancies, telephone, e-mail or telefax enquiries cannot be dealt with.