



SCIENCE & TECHNOLOGY ORGANIZATION
CENTRE FOR MARITIME RESEARCH AND EXPERIMENTATION

ORGANISATION POUR LA SCIENCE ET LA TECHNOLOGIE
CENTRE DE RECHERCHE ET D'EXPÉRIMENTATION MARITIME

VACANCY NOTICE

Senior Buyer (261116)

Primary Location: Italy-La Spezia

NATO Body: Centre for Maritime Research and Experimentation (CMRE)

Schedule: Full-time

Application Deadline: 29 July 2026

Salary (Pay Basis): 4,723.81 Euro (EUR) Monthly

Grade NATO Grade G12-14 (ABCL B5-B6)

Clearance Level NS

Appointment will be subject to receipt of a NATO SECRET security clearance (provided by the national Authorities of the selected candidate) and approval of the candidate's medical file by the CMRE Medical Adviser.

Are you an experienced procurement professional ready to make a tangible impact in a highly technical, international environment?

1. POST CONTEXT

This is a position within the Centre for Maritime Research and Experimentation (CMRE), an organization of the North Atlantic Treaty Organization (NATO).

CMRE is an established, world-class scientific research and experimentation facility that organizes and conducts scientific research and technology development, centred on the maritime domain, delivering innovative and field tested Science & Technology (S&T) solutions to address defence and security needs of the Alliance.

The position is within the Procurement and Contracting Branch, in the Operational Support Division. The Branch leads the Centre's needs to procure goods and services to support its activities at its premises and in house laboratory in La Spezia as well as in different maritime missions away.

The incumbent reports to the Head of Procurement & Contracting Branch and is responsible for executing the complete range of Buyer duties within the prescribed limits of delegation.

2. PRINCIPAL DUTIES

The incumbent's duties are:

- Support the Branch Head to ensure the timely, cost-effective, and quality acquisition of complex technical components, systems, IT infrastructure, engineering services, or high-value, specialized items.

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- Responsible for the sourcing, negotiation and procurement of specialized goods, equipment and technical services in support of the Centre's Program of Work.
- Review and sign contracts within the delegated procurement authority.
- Assume overall responsibility, on behalf of the Contracting Officer, for assigned contracts from the conclusion of negotiation through the contract closeout stage.
- Under the direction and supervision of the Branch Head, manage end-to-end Requests for Proposal (RFP), Requests for Quotation (RFQ), Invitations for Bids (IFBs) and tender processes for complex technical requirements.
- Evaluate suppliers' offers based on technical proposals, quality, price, and delivery terms.
- Liaise closely with internal stakeholders (researchers, engineers, programme managers and technical staff) to accurately understand and translate complex requirements into procurement specifications.
- Conduct market research to stay current on industry trends, new technologies, and potential supply chain disruptions in the global technical market.
- Assist the Branch Head in the negotiation of contracts and framework agreements with suppliers, ensuring value for money and adherence to procurement rules and standards.
- Ensure proper monitoring and evaluation of suppliers' performance (quality, on-time delivery, compliance) is conducted and recorded.
- Ensure all procurement activities comply with the NATO Financial Regulations, the STO's Charter and Financial Procedures, and upmost ethical procurement standards.

3. **SPECIAL REQUIREMENTS AND ADDITIONAL DUTIES**

a. Flexibility Clause

The incumbent may be required to perform other related duties as directed.
All other related duties should correspond with the required competencies for the job.

b. Deployment/Travel

The incumbent may be required to perform their duties onboard Centre or chartered vessels.

The incumbent may be required to undertake TDY assignments within and outside NATO boundaries.

4. **ESSENTIAL QUALIFICATIONS**

a. Education/Professional experience

- Higher vocational training in public procurement/contracting with at least 4 years post-related experience.
- Or
- A secondary educational qualification with at least 6 years post-related experience.

b. Professional experience

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- Recent and thorough hands-on professional experience (at least 4 years) in procurement methods and procedures involving contract solicitations, negotiations, award and closeout, preferably acquired procuring technical, scientific, engineering, IT hardware/software material and related services, applying public (national or international organizations') procurement rules.
- Demonstrable understanding of public procurement best practices and contract law, rules and regulations.
- Ability to work with minimum supervision and under pressure.

c. Language Requirements

A thorough knowledge of one of the two NATO languages, both written and spoken, is essential and some knowledge of the other is desirable.

English SLP 3333

NOTE: Most of the work of CMRE is conducted in the English language.

d. Certifications

Certification from a recognized procurement/contracting professional body (e.g. CIPS Level 2, DAWIA).

5. DESIRABLE QUALIFICATIONS

a. Education/Vocational Training

- Bachelor's degree at a nationally recognised/certified University in Law, Engineering, Science, Economics, Business Management or related field.
- Vocational training in public procurement/contracting.

b. Professional experience

- Experience working within a research, industrial or international environment.
- Experience in managing complex / high value (min 1M Euro) solicitations and contract from cradle to grave, including best value source selections, IFIBs, MATOCs, etc.
- Familiarity with e-procurement tools.
- Knowledge of NATO financial and/or procurement rules and procedures.

c. Language Requirements

English SLP 4444 and Italian SLP 3333.

d. Certifications

Certification from a recognized procurement/contracting professional body (e.g. CIPS Level 3 or higher, DAWIA level 2 or higher).

6. COMPETENCIES

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- Analysing: make rational judgements from the available information and produce workable solutions to a range of problems.
- Relating and Networking: build effective relationships with external and internal stakeholders across diverse cultures. Relate well to people at all levels.
- Persuading and Influencing: negotiate with suppliers to ensure value for money.
- Delivering Results & Meeting Customer Expectations: focus on delivering value and efficiency in all procurement activities.
- Following Instructions & Procedures: follow procedures and policies.

All CMRE personnel are expected to conduct themselves in accordance with the current NATO Code of Conduct agreed by the North Atlantic Council (NAC), and thus display the core values of integrity, impartiality, loyalty, accountability, and professionalism.

7. **REMARKS**

The duties are mostly performed in an office environment, but staff may be required to work on-board Centre ships. Slightly undesirable working conditions may apply.

About Us:

The Centre for Maritime Research and Experimentation (CMRE) is part of the NATO Science and Technology Organization (STO). The mission of the STO is to help position both national and NATO science and technology investments as a strategic enabler and technology advantage for the defence and security posture of NATO Allies and partners. The Centre conducts scientific research and technology development and delivers innovative field-tested S&T solutions to address the defence and security needs of the Alliance. CMRE has more than 60 years of experience and has produced a cadre of leaders in ocean science, modelling and simulation, acoustics and other disciplines, as well as producing critical results and understanding that have been built into the operational concepts of NATO and the Nations.

What we offer:

- Salary (Pay Basis): 4,723.81 (EUR) Monthly*.
*Salary value as per 2026. Subject to future adjustments in accordance with North Atlantic Council decisions.
- Grade ABCL grade B5-B6 / NATO grade G12-14
 - As a general rule, selected candidates for twin-graded posts will be appointed at the lower grade. Advancement from the lower grade to the higher grade of a twin graded post is not automatic and will not take place during the first 24 months of service in the post. Under specific circumstances, serving staff members may be appointed directly to the higher grade.
- A world class research facility located in the sea port of La Spezia, Italy supported by two specialised research vessels.
- An exciting place in which to work situated at an ideal location, the port of La Spezia, Italy, enabling synergy with regional and global academic institutes and industry.
- Salary and conditions of employment will be in accordance with the NATO Civilian Personnel Regulations (NCPR), which includes a rewarding salary and a comprehensive system of allowances, supplements and insurances to support families and, in case of expatriated staff, offers an interesting "expatriate" package.

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- A generous annual leave and, (where eligible) home leave.
- The successful candidate will be offered a three years' definite duration contract which may be renewed for subsequent periods subject to business needs, satisfactory performance and the need to rotate skills and talent within the Organization.
- Applicants who prove to be competent for the post but who are not successful in this competition may be offered an appointment to another post of a similar nature, which might become vacant in the near future, albeit at the same or a lower grade, provided they meet the necessary requirements.

Our recruitment process:

- Please note that we can only accept applications from nationals of NATO member countries.
- Applications (including the most relevant publications, the diplomas - stating the highest level of education - and a CV) for this vacancy are to be submitted using the E-recruitment system;
- Appointment will be subject to receipt of a security clearance (provided by the national Authorities of the selected candidate) and approval of the candidate's medical file by the CMRE Medical Adviser.

Additional information:

- CMRE values diverse backgrounds and perspectives and is committed to recruiting and retaining a diverse and talented workforce. We welcome applications of nationals from all Member States and strongly encourage women to apply.
- Selected candidates are expected to be role models of integrity, and to promote good governance through ongoing efforts in their work.

For more information on how to apply:

[How to apply for posts within NATO](#)

[6 tips to apply for posts within NATO](#)

NOTE:

NATO will not accept any phase of the recruitment and selection prepared, in whole or in part, by means of generative artificial-intelligence (AI) tools, including and without limitation to chatbots, such as Chat Generative Pre-trained Transformer (Chat GPT), or other language generating tools. NATO reserves the right to screen applications to identify the use of such tools. All applications prepared, in whole or in part, by means of such generative or creative AI applications may be rejected without further consideration at NATO's sole discretion, and NATO reserves the right to take further steps in such cases as appropriate.

HOW TO APPLY:

Applications are to be submitted using the NATO Talent Acquisition Program (NTAP)

<https://nato.taleo.net/careersection/2/jobdetail.ftl?job=261116&lang=en>

Applications submitted by other means are not accepted. NTAP allows adding attachments. Essential information must be included in the application form. Particular attention should be given to Education and Experience section. Each question should be answered completely. Expressions such as "please see annex / enclosed document" or invitations to follow links to personal webpages are not acceptable and will be disregarded. All answers should be in English preferably, or French.