

NOTIFICATION OF A CIVILIAN PERSONNEL REQUIREMENT AT 1st NATO SIGNAL BATTALION



Our Requirement:

Title: Staff Assistant (Movements)

NATO International Civilian Grade: 10

Duty location: Wesel, Germany

Closing date for applications: 16 August 2026

Our organisation:

NATO Signal Battalion operates, maintains, and sustains Deployable Communication Information Systems (DCIS) to enable command and control (C2) in support of deployed NATO Headquarters and entities during Alliance operations, missions and exercises. The Command Group provides and sustains command and control capabilities, in terms of support, coordination, management, administrative service, and specialists' advice to communication and information systems (CIS), in order to meet the CIS units' mission. The S4 Section is responsible for the overall preparation and execution of logistic plans, movements and policies for the NSB and subordinate units. The Movement and Transportation Cell is responsible for the planning and enablement of all movements related to exercises, missions and operations. The incumbent is responsible for the planning and support of multi-modal movements for NATO Signal Battalion's elements.

The main duties of Staff Assistant (Movements) are to:

- Plan and develop Bn movement plans and activities for subordinate deployable elements.
- Assist in preparing, issuing and updating plans and orders for Bn (re)deployments, operations and exercises.
- Provide movement support and control during (re)deployments.
- Conduct route analysis and prepare movement schematics and/or instructions if required.
- Coordinate movement de-confliction with internal and external stakeholders as required.
- Coordinate and collect required documentation regarding the border crossing, transit, movement support and Real Life Support (RLS) with all stakeholders, including NMCCs/Host Nation Support (HNS).
- Ensure forecasted movement requirements are implemented as per movement plan.
- Advise, inspect and evaluate subordinate units on Dangerous Goods (DG) handling.
- Act as LOGFAS operator.

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 successful candidate has the following qualifications / experience:

- English – good – NATO Standard Language Proficiency 3322 (Listening, Speaking, Reading and Writing) in accordance with NATO standard agreement (STANAG) 6001 - *NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English*
- Secondary education AND completed vocational training in relevant field/subject.
- Demonstrated experience performing logistics in an operational environment.
- Professional experience in planning and coordinating movement and transportation activities.
- Experience developing policies, procedures, plans and/or orders.

Desirable qualifications / experience are:

- ✓ Working experience in a multinational/joint environment.
- ✓ Experience in Dangerous Goods handling.
- ✓ Experience operating logistic software tools.
- ✓ ADR, RID, IMDG & IATA Certificates for Dangerous Goods Handling.
- ✓ Valid driver's license.
- ✓ Basic knowledge of German language.
- ✓ Completion of relevant courses / trainings.

Personal Attributes:

- ✓ Good interpersonal and communication skills – able to communicate on all levels
- ✓ Able to work without supervision and under minimal guidance.
- ✓ Very good problem solving skills.
- ✓ Ability to work in a team

The successfully selected candidate must be able to obtain and maintain a security clearance and is required to pass a medical examination before an employment contract offer is released. The medical examination will take place with our medical consultant. It is required to determine if the recommended candidate is fit to perform the duties and is deployable to NATO's areas of operation.

Due date for receipt of applications: Sunday 16 August 2026, 23:59.

Candidates have to apply electronically in NATO Talent Acquisition Program:

<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>

IMPORTANT:

Please be aware that a Selection Board will only assess the information provided in the job submission form including the answers to the pre-screening questions and description of your work experiences. Your answers must be comprehensive and stand alone; do not rely on attached documents for essential information (*Attachments are supporting documents and should not be referred to in the job submission*). For example, if a pre-selection question asks you to justify how you meet the minimum experience requirement, you must explicitly detail in the answer box *how* your experience directly aligns with, or exceeds, the stated requirement. Simply stating you meet the requirement is insufficient; provide concrete examples and quantifiable details. These experiences should also be included in the description of your work experiences.

Only candidates meeting ALL essential required qualifications will be considered and be assessed in competition with other candidates.

Please note that 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.