Data Analyst (250946)

Status
Draft

Status Details
Draft

Requisition Type
Professional

Hired Candidates
0 out of 1

Recruiter
Turco, Sabrina

Hiring Manager
Carbone, Antonella

Primary Location *
Italy > Naples

Vacancy Notice

Internal Description

Description - Internal
TITLE: Data Analyst
LOCATION: Headquarters Allied Joint Force Command Naples; Naples (ITA)
GRADE: G-15
SECURITY CLEARANCE: NATO S E C R E T
VACANCY N ° : OJS UABX 0040

1. POST CONTEXT
Headquarters Allied Joint Force Command Naples provides a resilient, static Joint headquarters to plan, prepare and conduct operations across all domains from Baseline Activities and Current Operations (BACO), including deterrence, through Crisis, up to the Maximum Level of Effort (MLE), in order to support NATO ' s three core tasks, at the Joint Operational level, as directed by SACEUR. Supported by the Single Service Commands, Allied Joint Force Command Naples integrates allocated forces, including NATO Force Structure entities, and synchronises activity to achieve operational objectives. It maintains comprehensive, regional focused, situational awareness, leads contingency planning and directs exercises. It also provides out-of-theatre support to enduring NATO operations and could contribute specific Joint competencies to other NATO Command Structure or NATO Force Structure entities. It is capable of commanding a Joint Task Force operating within or beyond SACEUR ' s Area of Responsibility, with theatre enablement provided by a dedicated Joint Logistic Support Group Headquarters. It has the capability to deploy tailored elements to enable reconnaissance, liaison, and coordination, and support the Joint Commander. Synchronizes and integrates Joint and Combined armed forces within the Joint Operational Area (JOA) in support of a Joint Task Force.
The Communication Directorate advises the Commander, and exercises the Commander ' s authority to achieve the desired effects of communication and information activities. It is responsible for directing, monitoring, assessing and coordinating communications staff functions.
The Information Environment Assessment Branch provides a clear, holistic, continuous and actionable assessment of the Information Environment (IE) in support of JFCNP, SHAPE and HQ wider IEA community IEA feeds the Comprehensive Understanding of the Operating Environment (COUE) and allows the delivery of Joint Effects. IEA Branch defines and segments potential audiences; analyse effects of own, hostile and earned communications to identify narrative and trends and to contribute to the operational assessment; maintains enhanced situational awareness in IE; supports the monitoring of Indicators and Warnings (I&W) related to the cognitive dimensions. IEA Branches utilize data-monitoring platforms developed under NATO ' s ACO-wide Programme and fuse its own analysis with diverse Branches outputs. It supports the analysis of hybrid activity, including Tactics, Techniques and Procedures (TTPs) to forecast their potential use in future hostile communications. SA and Warning cell is located in J33/JOC and provide in-depth understanding of IE with specific reference to ongoing activities and operation able to identify behavior and narrative drivers and changes.
Team 1 of the IEA Branch is responsible to provide focused understanding of the information environment with reference to the Black Sea Region audiences, stakeholders and actors. The team provides the detailed analysis function of the Branch in order to allow the delivery of cognitive effects and support the forecast of use of hostile communication means.
The Information Environment (IE) is defined as an environment that comprise the Information Itself, the Individuals, organizations and Systems that receive, process and convey the information and the cognitive, virtual and physical space in which this occurs.
Information Environment Assessment (IEA) considers the IE in terms of open sources, public unclassified and classified available information. IEA supports StratCom decision-making and draws together the Info Ops, MilPA and PsyOps

functions of media monitoring, web and social media monitoring, information network analysis, communications assessment and evaluation, Target Audience Analysis, hostile communications analysis. It works closely with J2 PMESII IOT deliver the Comprehensive Understanding of the Operational Environment (CUOE) to support the comprehensive planning and the joint targeting process.
The incumbent reports to OJS UABX 0010 - Cultural Advisor & Language Expert/Team Leader - A2/G15

2. DUTIES
Supports the Data-Analysis Function into Communication Division Information Fusion Cell.
Supports the development of future Data Analysis Tools for the Information Environment Assessment (IEA) Capability within JFCNP as the COMMS Dir SME.
Supports the training of future Data Analysts and COMMS Dir Staff on existing Data Analysis Tools.
Develops new queries IAW guidance provided by Branch Head and with the support of TEAM 1 (black Sea Region) section SMEs.
Monitors Component Command (CC) (Land Component Command (LCC), Maritime Component Command (MCC) and Air Component Command (ACC) queries.
Collects, processes and cleans data, including from data aggregation tools, to generate actionable strategic Communications insights.
Uses quantitative and qualitative data to identify specific narratives and their role in the Information Environment (IE), specifically in regard to NATO activities and issues of concern; to include audiences that are of interest to NATO.
Analyses and report on the effectiveness of other actors ' information activities, particularly disinformation or propaganda campaigns, on NATO operations and activities.
Uses historical data points to gauge the success of previous hostile Information Activities, identify Tactics, Techniques and Procedures (TTPs) and forecast their potential use in future hostile communications.
Provides real time data insights to allow NATO communicators the ability to capitalize on NATO ' s own communications and mitigate the impact of hostile communications in the IE.
Provides briefs on designated aspects of the IE when required.
Supports ACO ' s broader Information Environment Assessment capability development by advising on data integration into existing analysis processes.
Undertakes additional duties and assume other responsibilities as directed by the Chain Of Command.
Authorized to intervene to adjust the day-to-day work priorities of the staff to ensure that they match those of the head of the organizational unit of the HQ.
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
The incumbent may be required to deploy on operational tasks, or to undertake operational TDY assignments elsewhere.
Establish and maintain contacts and cooperation with actors active in the Gender Perspective domain, international organizations, and NGOs in areas where operations take place as well as on international and national levels.
When directed, may represent COM JFCNP on significant planning and advisory meetings and on high-level public events.
The work is normally performed in a Normal NATO office working environment.
Normal Working Conditions apply.
The risk of injury is categorised as No risk / risk might increase when deployed.

3. QUALIFICATIONS AND EXPERIENCE
ESSENTIAL
University Degree and 2 years function related experience, or Higher Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 4 years post related experience
Experience in qualitative and quantitative data collection, processing and analysis;
Experience using social media analysis tools to generate actionable insights, including query scripting in unfamiliar languages;
Experience collecting and analyzing polling and other statistical data for strategic insights on population perceptions/ sentiment;
Experience with relevant AI tools and their limitations and uses in media analytics;
Knowledge of information confrontation and disinformation, as well as knowledge of common communications strategies of relevant nations;
Understanding of data privacy restrictions from all major social media companies and their impact on media monitoring;
Proficient experience with Microsoft Office applications and comprehensive knowledge of a data science programming language – preferably SQL and/or Python;

Language requirements:
English - SLP 3333 – Professional level (Listening, Speaking, Reading and Writing)

DESIRABLE

Participation in previous NATO training and exercises;
High level of organizational, coordination and communication skills required;
All other IEA and IEA tool oriented courses provided either by NATO, COEs or external entities.
Knowledge of NATO Responsibilities and Organization
Understanding of NATO communications objectives and themes;
TRAINING COURSES
NATO Information Environment Assessment Foundation course (STC-ST-26884) provided by Strategic Communications
 COE (STRATCOM COE)
NATO Stratcom Foundation Course (STC-ST-26885) provided by NATO - School Oberammergau (NSO)
Online and Social Media Analysis (STC-ST-35540) provided by Strategic Communications COE (STRATCOM COE)

4. POSITION AND CANDIDATE PROFILE

Personal attributes
Exercises substantial personal responsibility and autonomy. Plans own work to meet given objectives and processes.
 Influences customers, suppliers and partners at account level. May have some responsibility for the work of others and for
 the allocation of resources. Participates in external activities related to own specialism. Makes decisions which influence
 the success of projects and team objectives. Work includes a broad range of complex technical or professional activities,
 in a variety of contexts. Investigates, defines and resolves complex issues. Selects appropriately from applicable
 standards, methods, tools and applications. Plans, schedules and monitors work to meet time and quality targets.
 Rapidly absorbs new information and applies it effectively. Maintains an awareness of developing technologies and their
 application and takes some responsibility for driving own development.
Professional contacts
Post requires regular professional contacts within and outside the HQ. The incumbent solicits and provides information
 as well as advice. The job involves working with contacts within NCS and NFS Commands, and requires high level of
 maturity, understanding of sensitivities within an international environment and diplomatic tact when dealing with others.
 Professional contacts with others inside and/or outside immediate organisation and at higher level to include the Chief
 of Staff and other Flag officers providing advice and recommendations, other than normal professional courtesies or
 information gathering. Must be able to work with external agencies to act as the HUB for Russian and Russian speaking
 populations in the Black Sea Region generating a common cultural understanding.
Contribution to the objectives
The post provides information, assurance and analysis and contributes directly to the planning, initiations and development
 of wide range of products submitted by HQ. Provide direct feed into both the delivery and assessment of all StratCom
 messaging Objectives.
Supervisory Responsibilities
Directs and supervise the work priorities of the section, providing professional guidance and instruction to his staff.
5. CONTRACT
The successful candidate will receive a three-year definite duration contract which may be followed by an indefinite
 contract. NATO International Civilians will be offered a contract in accordance with the provision of the NCPRs.
The basic entry-level monthly salary for a NATO Grade 15 (A-2) in Italy is Euro 5,725.22 which may be augmented by
 allowances based on the selected staff member ' s eligibility, and which is subject to the withholding of approximately
 20% for pension and medical insurance contributions.

6. INSTRUCTIONS TO APPLY:
JFC Naples uses NATO Talent Acquisition Platform. In order to apply for this vacancy, please visit the platform at: https://
nato.taleo.net/careersection/2/jobsearch.ftl?lang=en, and search for vacancies within HQ JFC Naples with duty location
 Naples, Italy.
Please attach relevant certificates to the application.
Note that once you create your profile, you will be able to use it to apply for other vacancies within NATO.

Please note:
Staff members are appointed to and hold posts on the establishment of a NATO body only on condition that:
- They are nationals of a NATO member country
- They are over 21 and under 60 years of age at the time of taking up their appointments. Appointments of definite duration
 may be offered to candidates of 60 years of age or more, provided that the expiry date of the contract is not later than the
 date at which the candidate attains the age of 65.

ADDITIONAL INFORMATION:
A NATO security clearance and approval of the candidate ' s medical file by the NATO Medical Adviser are essential
 conditions for appointment to this post. Applicants are not required to possess a clearance at the time of applying, but
 they must be eligible for a clearance. HQ JFC Naples will take action to obtain the required security clearance from the
 successful candidates ' national authorities. The selected candidate will be affiliated to the NATO Defined Contribution
 Pension Scheme (DCPS). For info please visit https://www.nato.int/cps/en/natolive/86790.htm

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Contribution to the objectives

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Supervisory Responsibilities

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ADDITIONAL INFORMATION:

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