TALEO Post Number: 200539

Vacancy Number: A07/0620

Post Number: OCG CRMX 0030

Job Title: Engineer (Services, Ops and Exercise Planning)

NATO Grade: A-2

Basic Monthly Salary (12 x per year): 5,554.93 €, tax free

Closing Date: Wednesday 23 September 2020

NATO CIS Group is looking for an Engineer with experience in the Deployable Communication and Information Systems to coordinate the technical support to current operations and exercises with C&I Agency and to include situational awareness on technical aspects of the running assigned CIS systems. If you have experience in coordinating and providing technical support to military communication systems, then this post is for you.

GENERAL BACKGROUND:
The NATO CIS Group conducts CIS operational planning and provides deployed/deployable CIS services and support in support of NATO military operations and exercises. The NATO CIS Group is located at the Supreme Headquarters Allied Powers Europe (SHAPE) the Headquarters of Allied Command Operations (ACO), one of the two major military commands of the North Atlantic Treaty Organisation (NATO).

POST DESCRIPTION:
Location: Casteau/Mons, 60 Km south of Brussels (Belgium)
Division: J2/6

Post Context/Post Summary
The J2/6 Division is the technical coordination authority for Deployable Communication Information Systems and is responsible for the operational integration, coordination, direction and provision of required technical services for the NATO Communications Information Systems Group and NATO Signal Battalions. The Technology and Service Management Branch is responsible for Deployable Communication Information Systems (DCIS) Technical and Service Management coordination and providing operational integration, operations and exercise architectures, support and guidance to NATO Communications Information Systems Group and NATO Signal Battalions. The Communications (COMMS) Section is responsible to plan, prepare and execute lifecycle management activities for all deployable COMMS services within NCISG and
providing COMMS operational integration, operations and exercise architectures, support and guidance to NCISG and NSBs.

**Principal Duties**
The incumbent's duties are:
1. Analyzes and executes the direction from the Section Head/Senior Engineer.
2. Under the lead of the Section Head/Senior Engineer, coordinates the communications and audio & video collaboration services architecture planning during operations and exercises.
3. Contributes to the management and control of NATO CIS Group's resources focusing on COMMS to satisfy the current and near term missions and task needs.
4. Contributes to the co-ordination of current CIS Operations and Exercises NATO CIS GROUP wide.
5. Contributes on the design of future COMMS solutions. Tracks external activities, as needed, to restore or improve CIS performances.
6. Plans and hosts Technical Conferences in support of exercises and/or operations. Deploys as part of Deployed Network Operating Center (DNOC) as required.
7. Works with the NCIA for timely provisioning of the required system support, training, maintenance and security in support of operations and exercises.
8. Acts as the liaison officer between J2/6 COMMS, and J3 Operations Branch.
9. Acts as the J2/6 COMMS engineering Subject Matter Expert (SME) for all NCISG supported exercises.
10. Contributes to the development and implementation of procedures and Operation Instructions (OI).
11. Contributes to the development of the NATO CIS GROUP CONOPS, business processes and procedures.
12. Provides technical advice on COMMS and network planning in support of operations & exercises.
13. Develops DCIS support options for operations.
14. Analyzes end user requirements related to COMMS Services.
15. Co-ordinates COMMS engineering aspects of current operations with external entities including NCIA and nations.
16. Under the lead of the Section Head/Senior Engineer, provides overall technical direction and guidance to COMMS engineers and technicians in subordinate Battalions.
17. Analyzes technical aspects of CIS focusing on COMMS assigned to current operations.
18. Provides technical expertise to the operational support teams.

**Special Requirements and Additional Duties**
Mandatory Deployment Post. 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 work is normally performed in a Normal NATO office working environment. Normal Working Conditions apply.
The risk of injury is categorised as: No Risk.
Essential Qualifications

a. Professional/Experience
1. Knowledge of NATO CIS, and its concepts, policies, and architectures.
3. Minimum 3 years of experience in planning and supporting military Communication Systems, including data and tactical networks, wired and wireless transmission services, terrestrial and satellite communications, etc.
4. Knowledge of communication networks specifications, design and support, including IP, MPLS and SATCOM networks.
5. Minimum 2 years of experience in planning and coordinating communication circuits with providers.
6. Previous Staff experience at large multinational, military or governmental organization.

b. Education/Training
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.

1. ITIL Foundation.
2. Cisco Certified Network Associate (CCNA).

c. 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.

Desirable Qualifications

a. Professional Experience
1. Experience in troubleshooting and configuration of networks and associated transmission systems.
2. Experience in planning and supporting audio and video collaboration services.
3. Experience in requirements analysis and engineering.
4. Experience in a CIS office of an international organization or military headquarters.
5. Experience with CIS Security devices, firewalls/gateways and Cryptographic equipment.
6. Experience in the planning and support of NATO exercises and/or operations.
7. Experience and knowledge of Federated Mission Network concepts and/or implementation or equivalent frameworks.
8. Experience in management of CIS Equipment/system projects.

b. Education/Training
2. Cisco Certified Associate Voice/Collaboration (CCNA).

c. Language – N/A

Attributes/Competencies

a. Personal Attributes
The incumbent will need to display a high degree of professionalism and technical expertise in performance of his/her duties. The rapidly changing NATO environment and increasingly constrained resource situation creates a requirement to solve numerous
complex problems and challenges, which shall require the incumbent to draw upon a comprehensive ability to reason, analyse, act with persuasion and diplomacy. Requires a high degree of tact and perseverance to influence discussions and ensure that technically sound decisions are made. The incumbent must be able to use own initiative often without direct supervision. Guidance is available from Section Head/Senior Engineer.

b. Managerial Responsibilities – N/A

c. Professional Contacts
Works collaboratively with colleagues to achieve organizational goals. Frequent contacts with ACO J6, NSB’s, C&I Agency, Support Agency and other NATO HQ’s and Commands. Works with host nation, as required, for defining the engineering standards for networking, integration and interfacing of new automation and/or CIS equipment to the existing NATO CIS and associated national networks.

d. Contribution To Objectives
Performing requirements engineering by defining, coordinating, collating and validating operational requirements for information systems including interoperability and security requirements, and managing configuration of the requirements baseline
This post reports to OCG CRMX 0010 - Sect Head/Senior Eng. (Comm Services) - A-3.

e. Supervisory Responsibilities
There are no reporting responsibilities.

REMARKS:
Duration of contract: Serving staff members will be offered a contract according to the NATO Civilian Personnel Regulations (NCPR). Newly recruited staff will be offered a definite duration contract of three years normally followed by an indefinite duration contract.

Given the COVID-19 situation the selection process for this post will proceed in phases at dates to be fixed according to the evolution of the current limitations. On-line testing might be considered.

HOW TO APPLY FOR A NATO CIVILIAN POST AT SHAPE:
Applications are to be submitted using NATO Talent Acquisition Platform (NTAP) (https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en). Applications submitted by other means (e.g. mail, e-mail, fax, etc) are not accepted.

NTAP allows adding attachments. A copy of the qualification/certificate covering the highest level of education required by the job description must be provided as an attachment.

Essential information must be included in the application form. Particular attention should be given to Education and Experience section of the application form. Each question should be answered completely. Expressions such as “please see attached CV, 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 in French.
Shortlisted candidates will be requested to provide original documentary evidence and a set of copies supporting statements in their applications.

Current and past civilians working for NATO or any Coordinated Organization, shall indicate their last grade and step held (next to job title), and specify the name of employing NATO body or Coordinated Organization.

Remarks:
A) Only nationals from the 30 NATO member states can apply for vacancies at SHAPE.
B) Applications are automatically acknowledged within one working day after submission. In the absence of an acknowledgement please make sure the submission process is completed, or, re-submit the application.
C) Qualified redundant staff of the same grade interested in this post should inform this office, via their HR/Personnel Office by not later than vacancy’s closing date.
D) Candidates’ individual telephone, e-mail or telefax enquiries cannot be dealt with. All candidates will receive an answer indicating the outcome of their application.