



Science and Technology Organization

Centre for Maritime Research and Experimentation

La Spezia - Italy



VACANCY NOTICE

HEAD INFRASTRUCTURE – Temporary Staff (240642)

Primary Location: Italy-La Spezia

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

Schedule: Full-time

Application Deadline: 09 May 2024

Salary (Pay Basis): 5,939.03 (Monthly)

Grade NATO SSS Grade G15 (ABCL A2)

Clearance Level NS

In view of the nature and of the urgency of the temporary positions we are looking to fill, it is important for candidates to be available for temporary employment on short notice. In practice, this implies either being in possession of valid NATO security clearance at the time of application or having been in possession of such a clearance with the possibility to reactivate it swiftly. We therefore only encourage applications for temporary positions if you are already, or have previously been, in possession of a valid NATO security clearance.

Are you a professional with experience in infrastructure development, facility management, transportation, or logistics? Do you enjoy working in a challenging international environment? If so, CMRE is looking for you!

1. POST CONTEXT

This is a temporary 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.

This temporary position is within the Infrastructure Branch, which supports CMRE in the development and management of infrastructure projects and logistic services.



2. PRINCIPAL DUTIES

As Head of Infrastructure, you will be responsible for infrastructure development and facility management ensuring the effective and efficient functioning of CMRE's infrastructure and logistics capabilities.

- Participate in the modernization of CMRE through the implementation of the Capability Program Plan (CPP).
- Oversee the life cycle management of CMRE buildings, structures, and minor works including the establishment and management of relevant contracts.
- Supervise the delivery and control of logistic services.
- Collaborate with internal stakeholders to assess infrastructure and logistics requirements.
- Manage the allocation of resources, including personnel, equipment, and budget, to support infrastructure and logistics activities.
- Monitor and evaluate the performance of infrastructure and logistics operations, identify areas for improvement, and implement corrective actions as necessary.
- Ensure adherence to Host Nation (HN)/NATO environmental and safety policies and regulations.
- Coordinate with Finance and Contracting Branch for planning and implementing infrastructure projects, including Health and Safety measures.

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 can be required to undertake TDY assignments both within and outside NATO boundaries.

4. ESSENTIAL QUALIFICATIONS

a. Professional/Experience

- Proven working experience in infrastructure development, facility management, transportation, or logistics.

- Proven track record of successfully managing infrastructure and logistics operations, including large-scale projects.
- Knowledge of relevant regulations, standards, and best practices in infrastructure and logistics management.
- Familiarity with project management methodologies and tools.
- Supervisory experience obtained leading teams.

b. Education/Training

- A Master's degree in civil engineering, logistics, supply chain management, or a related field and 5 years post-related experience.

or

- A Bachelor's degree with 8 years post related experience.

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.

5. DESIRABLE QUALIFICATIONS

- Experience working in a military or defense-related environment.
- Knowledge of NATO policies, procedures, and standards.
- Certification in project management (e.g., PMP, PRINCE2).
- Experience with logistics software and systems (e.g., ERP, WMS).

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.



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6. COMPETENCIES

- Strategic thinker with a results-oriented mind-set.
- Strong leadership and team-building skills.
- Excellent communication and interpersonal skills.
- Ability to work effectively under pressure and meet deadlines.
- Adaptability and flexibility to respond to changing priorities and circumstances.

7. REMARKS

The duties are mostly performed in an office environment, but the Incumbent may be required to work outdoor.

The Incumbent will be offered a 6 months contract extendable to a maximum of 12 months.

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:

- 37.5 hours per week schedule;
- 2.5 paid days of leave per month;
- Fulfilling working atmosphere in an international community;
- Contract: in accordance with the NATO Civilian Personnel Regulations, temporary staff may not be employed more than 6 months for the same assignment. However, if later required, contracts may be extended for another period of up to six months.



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- Salary: the remuneration of temporary personnel will be specified in their contracts. It is not exempt from taxation ^[1]. Temporary personnel are responsible for acquitting themselves of their responsibilities for the payment of taxes.
- Benefits package: temporary staff are covered by a benefits package which consists of pension contributions by the Organization (12% of basic salary), medical and accident benefits (death and invalidity) provided under the NATO Group insurance contract, and paid leave of 2.5 days per month worked.

[1] Subject to bilateral agreements entered into between the NATO body and the Host Country concerned.

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.



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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=240642&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.