



SUPREME HEADQUARTERS ALLIED POWERS EUROPE

TALEO Job Number: 220391

Vacancy Number: A13/0422

Post Number: OSC PFKS 0010

Job Title: Section Head (System Software) / Senior Database Administrator

NATO Grade 17

Basic Monthly Salary (12 x per year): 97.437,00 NOK tax free

Closing Date: 6 June 2022

SHAPE is looking for a Section Head (System Software) / Senior Database Administrator to manage the System Software Section of the Northern European Command, Command and Control Information System (NEC CCIS) System Support Centre (SSC) KOLSAAS in Norway, and to be responsible for providing senior systems engineering/software development support activities.

GENERAL BACKGROUND:

Supreme Headquarters Allied Powers Europe (SHAPE) provides an integrated Strategic Effects framework, employing a multi-domain and multi-region focus to create a 360-degree approach, with the flexibility to enable, upon direction, a seamless transition from Baseline Activities and Current Operations (BACO) up to the Maximum Level of Effort (MLE). SHAPE supports SACEUR in fulfilling his terms of reference, as directed by the North Atlantic Council.

POST DESCRIPTION:

Location: Kolsås, Norway

Directorate: Strategic Development and Preparation Directorate

POST CONTEXT/POST SUMMARY

Supreme Headquarters Allied Powers Europe (SHAPE) provides an integrated Strategic Effects framework, employing a multi-domain and multi-region focus to create a 360-degree approach, with the flexibility to enable, upon direction, a seamless transition from Baseline Activities and Current Operations (BACO) up to the Maximum Level of Effort (MLE). SHAPE supports SACEUR in fulfilling his terms of reference, as directed by the North Atlantic Council.

The Strategic Development and Preparation (SDP) Directorate is responsible for the development, review and maintenance of Strategic Planning, Advanced Planning and

Crisis Planning products for ACO; contributes to the development of strategic policy and concepts for ACO; preparation of the NATO Command Structure (NCS) and declared forces for current and future operations across the full spectrum of mission areas; developing Education, Training, Exercise and Evaluation (ETEE) direction and guidance in line with strategic policy; ensuring that forces are prepared in accordance with evaluation criteria; oversees and executes the ACO Lessons Learned (LL) process.

The Strategic Development of Forces Division (SDF) will coordinate and assure the synchronization and cohesion of all issues related to the development, generation and readiness of NATO forces and force capabilities. SDF will be responsible for generating forces and reporting force readiness, coordinating ACO's contribution to NATO Defence Planning Process, identifying capability gaps and force operational requirements for desired effects, and providing expertise for concepts, policies, and force standards that facilitate the development of comprehensive, interoperable, and prepared forces through Baseline Activities and Current Operations, Crises and/or Maximum Level of Effort.

The NEC CCIS System Support Centre KOLSAAS is responsible for the development and maintenance of the Northern European Command, Command and Control Information System (NEC CCIS). The SSC performs perfective, adaptive and corrective maintenance of NEC CCIS to ensure compliance with NATO and national operational and technical requirements. The SSC also provides CCIS support to NATO and national units during live operations and exercises.

This post is the Chief of System Software Section managing all activities of the Section. The post also provides senior systems engineering/software development support to the System Engineering and Implementation Section.

PRINCIPAL DUTIES

The incumbent's duties are:

- 1) Supervises and participates in all aspects of architecture, design, planning and maintenance of the NEC CCIS database and database schema, including database replication.
- 2) Develops internal database development standards and best practices for the database development done by the SSC.
- 3) Enforces said internal database development standards and best practices to ensure that they are in use by the NEC CCIS development staff.
- 4) Advises on implementation and use of new database functionality, including database replication.
- 5) Advises on data management policy and procedures for the NEC CCIS.
- 6) Develops and maintains software tools used for maintaining the NEC CCIS databases.
- 7) Monitors database performance and implements changes as appropriate.
- 8) Performs import of relevant data from external agencies.
- 9) Maintains database management software.
- 10) Produces tools and procedures for data migration in connection with NEC CCIS software upgrades.
- 11) Advises on data security issues within NEC CCIS.

- 12) Prepares operational data for exercises and operational use.
- 13) Provides advice and assistance to operational data managers at operational sites.
- 14) Provides advice and assistance to database administrators at operational sites.
- 15) Prepares and maintains database documentation as changes are implemented.
- 16) Participates in the design and development of generic database interfaces between NEC CCIS and other systems.
- 17) Aids in the form of problem resolution to the development team in the System Engineering and Implementation Section.
- 18) Advises on technology choices for NEC CCIS.
- 19) Regularly attends conferences, training courses and seminars.

SPECIAL REQUIREMENTS AND ADDITIONAL DUTIES

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 undertake operational deployments and/or TDY assignments both within and outside NATO's boundaries. The work is normally performed in a typical Office environment. Normal Working Conditions apply. The risk of injury is categorized as: No risk / risk might increase when deployed.

ESSENTIAL QUALIFICATIONS

A. Professional/Experience

- 1) At least 4 years of experience within the field of database administration and/or development of database applications for large scale databases.
- 2) Intimate knowledge and experience with Air C2 system(s).
- 3) Thorough understanding of relational database management systems and standard database languages.
- 4) Detailed knowledge of Oracle and the Oracle development languages and tools, in particular PL/SQL, and network products.
- 5) Detailed knowledge of and extensive experience with XML to include database XML and APIs.
- 6) Broad programming experience from large software projects.
- 7) Practical experience with modern office automation applications.

B. Education/Training

University Degree in computer science or related field and minimum 4 years of relevant experience, or Higher Secondary education and completed advanced vocational training in information technology or related field, leading to a professional qualification or professional accreditation and at least 7 years of relevant experience (of which minimum 5 years post related and minimum 2 years function related experience).

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) Practical experience with UNIX operating system and shell scripting.
- 2) Knowledge of NATO Information Systems and networks.
- 3) Experience working in an international organisation, preferably NATO.
- 4) Database architect qualification / experience;
- 5) Deep RDBMS skills, including PL/SQL programming (triggers, views, types, constraints, etc), SQL performance analysis, locking mechanisms (two phase commit), Codd's relational model, normal forms.
- 6) Skills and experience with database replication.
- 7) Programming experience (Java, JDBC, C, shell, Python, regexp, Git, etc.).

B. Education/Training

Advanced university degree or equivalent in computer science or similar field. Membership of a professional institution in the fields of Information Systems (IS) / Information Technology.

ATTRIBUTES/COMPETENCIES

Personal Attributes: Good interpersonal and communication skills. Must be able to work as a member of a team. An analytical, systematic, and pro-active approach is important. The duties will require a capacity for creative thinking, including the incorporation of emerging technologies and techniques, in addressing the data management implications of operational requirements. The incumbent should be well motivated and capable of working under pressure. Some travel on temporary duty may be required.

Managerial Responsibilities: Manages and controls the output of the System Software Section and coordinates with other parts of the NEC CCIS SSC, external agencies and IS service providers to ensure that projects are completed to meet the specified requirements on time and within available funding. As key designer leads ad-hoc design teams to meet specific requirements. There are first line reporting responsibilities for the following numbers of staff: 1x A3/G17; 2x A2/G15.

Professional Contacts: Regular exchange of information with operational users of the CCIS. Attends various NATO working groups concerned with CCIS issues. Some working-level contacts with NATO and national agencies/operational units using NEC CCIS. Maintains contact with commercial IS service providers.

Contribution To Objectives: This post contributes significantly to the availability and performance of CCIS systems in operation.

This post reports to OSC PFKX 0010 - Commander NEC CCIS SSC KOLSAAS - OF-5.

REMARKS:

This post is subject to an organizational change management process that may affect the reporting lines and managerial responsibilities.

Type and duration of employment contract: The post belongs to a limited in time project. The successful candidate will be offered a 3-year definite duration contract,

which may be renewed for a further period of maximum 5 years or until the project's closing date, whichever comes first.

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.

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) Candidates' individual telephone, e-mail or telefax enquiries cannot be dealt with. All candidates will receive an answer indicating the outcome of their application.