
	<p style="text-align: center;">NORTH ATLANTIC TREATY ORGANIZATION ORGANISATION DU TRAITE DE L'ATLANTIQUE NORD</p> <p style="text-align: center;">NATO DEFENSE COLLEGE COLLEGE DE DEFENSE DE L'OTAN</p>	
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### VACANCY NOTICE (ID-210158)

**Location:** NATO Defense College, Rome, Italy

**Post Context:** Library and Knowledge Section

**Title:** Staff Assistant (Library)

**Post Number:** DFC APL 0040

**Grade:** B-3

**Closing date:** 21 MARCH 2021

Qualified candidates are invited to apply through the e-recruitment system, which can be accessed [here](#).

Serving NATO civilian staff will be offered a contract according to the NATO Civilian Personnel Regulations.

Newly recruited staff will be offered a definite duration contract of normally 2 plus 3 years in duration and followed by an indefinite duration contract.

If the successful applicant is seconded from a national administration, he/she will be offered a two year definite duration contract which may be renewed for a further period not exceeding six years and/or the length of the approved secondment.

Applications from NATO redundant staff members of the same grade will be considered according to the terms of art. 57.2, Chapter XII to NATO Civilian Personnel Regulations.

#### **Additional information**

Appointment will be subject to receipt of a Security Clearance (provided by the national authority of the selected candidate) and approval of the candidate's medical file by the NATO Medical Adviser.

Please note that only applications from nationals of NATO member countries can be accepted.

NATO salary structure will be subject to future adjustment in accordance with North Atlantic Council (NAC) decisions to introduce single salary spine. This post will be described then as NATO grade G8 (B3).

Due to the large amount of applications received, telephone or e-mail enquiries cannot be dealt with.

In order to follow the status of the vacancy please refer to NDC webpage: [www.ndc.nato.int/about/jobs.php](http://www.ndc.nato.int/about/jobs.php)

NATO is an equal opportunities employer, and does not discriminate on the grounds of gender, race or ethnic origin, religion, nationality, disability, sexual orientation or age, according to the NATO Civilian Personnel Regulations.

A written test will be held as part of the selection procedure.

The ongoing NDC organizational review might have an impact on its structure and on the duties of this post.