



Job/Post Number: OLC PTDL 1010

Title: Staff Officer (Lessons Learned)

Division: G7 Division

Clearance Level: NATO SECRET

Grade: A2/G15

Basic Salary: 156,000.74 TRY

Additional Benefits: For other allowances, privileges & tax exemptions see Section 7

NATO Body/Post Location: ACO I Land Command Headquarters, Izmir (Türkiye)

Closing Date: 29 March 2025

1. Post Context/Post Summary

Allied Land Command (LANDCOM) HQ is the Theatre Land Component and Land Advocate responsible for coordinating and synchronizing NATO and Partner Land Forces by enabling land domain readiness, interoperability, standardization, and competency; on order deploys headquarters elements to provide planning, coordination, and command capabilities to Allied forces.

The Plans Directorate conducts military operations planning, training and preparation of forces, Civil-Military Cooperation (CIMIC) and Military Cooperation with Partner Countries.

The G7 Division is responsible for the planning, coordination and execution of collective training and combat readiness evaluation along with the development of doctrine and Lessons Learned (LL) at LANDCOM.

The Standardization, Interoperability and Lessons Learned Branch develops, maintains and proposes the land part of the ACO Forces Standards and other standardization documents incorporating the lessons learned between updates.

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The Lessons Learned Section identifies imperfections on the daily operation of LANDCOM, records them, proposes remedial actions to the incumbent managers and ensures that such flaws do not take place again.

The Staff Officer (Lessons Learned) is responsible for identifying flaws or errors in the internal processes and proposing improvements and best practices to increase efficiency or avoid mistakes.

2. Principal Duties

The incumbent's duties are:

Advisor on and formulates LL policies and procedures.

Coordinates LL activities with NCS and in coordination with NFS HQs.

Contributes to concepts, formulates plans and participates in policy and procedure development for the NCS in close coordination with the NFS.

Draws conclusions from LI and makes appropriate recommendations for improvements and amendments to policy and doctrine activities.

Participates in NATO doctrine writing teams in order to include new lessons learned in evolving doctrine. Participate in training, exercises, and evaluations as required.

3. Special Requirements and Additional Duties

The employee may be required to perform a similar range of duties elsewhere within the organization at the same grade without there being any change to the contract

The incumbent is required to undertake operation deployments and/or TDY assignments both within and without NATO's boundaries.

Performs additional duties not detailed in this Job Description as directed by the ACOS G7 and DCOS Plans IAW guidance and direction from the LANDCOM Chief of Staff (COS) without additional national authorization.

The incumbent may be tasked by the COS to deploy within or without NATO's boundaries in support of crisis operations in accordance with national policy. Deployments may last up to six (6) months unless otherwise agreed to by national authorities.

The work is normally performed in a Normal NATO office working environment.

Normal Working Conditions apply.

The risk of injury is categorized as No Risk.

4. Essential Qualifications

a. Professional/Experience

Lessons Learnt

Activities that include capture, analysis and exploitation of lessons from operations and exercises to inform changes to standards, doctrine, TTPS and SOPs etc. Skill Level (Enable)

Works under general direction within a clear framework of accountability. 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. Communicates fluently, orally and in writing, and can present complex information to both technical and non-technical audiences. Facilitates collaboration between stakeholders who share common objectives. 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.

b. Education/Training

University Degree and 4 years post related experience, or Higher Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 5 years post related and 2 years function related experience.

The additional job specific qualifications and experience is described under Professional/Experience paragraph (4/a). In case of ambiguity the required job specific experience have priority over the standard education and training levels and experience described here.

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.

d. NATO Occupational Codes

5M7L - Lessons Learnt

5. Desirable Qualifications

a. Professional Experience

Experience in NATO LL procedures.

b. Education/Training

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NATO Lessons Learned Staff Officers Course (LLSOC) (ETE-LL-3635) provided by Swedish Armed Forces International Centre (SWEDINT), Sweden

c. Language

See Above

6. Attributes/Competencies

a. Personal Attributes

Great analytical capacity coupled with ability to identify factors that affect the outcome of processes. Creative and imaginative induction capacity to propose improvements and solutions to the problems identified.

b. Professional Contacts

The purpose of contacts range from exchange of information to negotiation without committing LANDCOM.

i. Internally

Staff members and their supervisors at the ACOS and DACOS level.

ii. Externally

Policy/decision makers at LANDCOM; AIRCOM; and HQ NATO.

c. Contribution to Objectives

The incumbent is required to engage across the HQ (routinely up to Branch Head and as required to ACOS level) to ensure appropriate integration and awareness. The post is also to engage across NATO command structures where required to facilitate coordination and integration (routinely up to the Branch Head and as required to ACOS level).

d. Supervisory Responsibilities

There are no reporting responsibilities.

e. Position Reporting

This post reports to:

OLC PTDL 0010 - Section Head (Lessons Learned) - OF-4

This post does not deputize anybody.

This post is not deputized by anybody.

7. Additional Information

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a. Allowances

Members of the staff who fulfil the conditions of eligibility laid down in the Civilian Personnel Regulations shall receive the appropriate allowances/supplements. Some of the allowances are installation allowance, expatriation allowance, family allowance and education allowance. Please refer to Chapter VII of [the Civilian Personnel Regulations](#) for details.

b. Privileges & Tax Exemptions

In line with the bilateral agreement, the NATO International Civilians who are neither Turkish nationals, nor permanent residents in Türkiye are granted various privileges and tax exemptions (covering purchase of motor vehicles, motorcycles, caravans, trailers, fuel, household furnishing and appliances and other similar items).

c. Contract

This vacancy notice is for a NATO-2030 agenda project-linked NATO International Civilian (PLN) post. This post is limited to a three-year definite duration project.

d. How to Apply

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 Land Command HQ.

Note that once you created your profile, you will be able to use it to apply for other vacancies within NATO.

e. Employment Pre-Requisites

Candidates are invited to submit their applications only if:

- 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.

Notice for candidates: LANDCOM is undergoing a reorganization that might affect the job description of this post.

f. Allied Land Command

LANDCOM is the Theatre Land Component and Land Advocate responsible for coordinating and synchronizing NATO and Partner Land Forces by enabling land domain READINESS, INTEROPERABILITY, STANDARDIZATION, and COMPETENCY; stands ready to deploy headquarters elements to provide planning, coordination, and C2 capabilities to Allied forces.

For history of LANDCOM, please refer to this link: [Allied Land Command - History \(nato.int\)](https://nato.int)

g. Izmir

Izmir is Türkiye's third largest city and one of its largest ports. It is located on an important commercial route with its 13 industrial areas and 2 free zones. With its multi-directional manufacturing facilities, rich natural resources and high quality of life; Izmir is a prominent city both in Türkiye and the world. Izmir demonstrates development in terms of exportation, an important indicator of economy. This qualification provides advantage to Izmir to compete socially and economically, to develop capacity and to accommodate.

For more information: [Izmir - Wikipedia](https://en.wikipedia.org/wiki/Izmir)

8. Additional Remarks

- a) All applicants are reminded that if hired, to reside here, all members including their dependents must comply with Host Nation requirements and definitions regarding residency.
- b) NATO is committed to diversity and inclusion, and strives to provide equal access to employment, advancement, and retention, independent of gender, age, nationality, ethnic origin, religion or belief, cultural background, sexual orientation, and disability. NATO welcomes applications of nationals from all member Nations.
- c) Building integrity is a key element of NATO's core tasks. As an employer, NATO values commitment to the principles of integrity, transparency, and accountability in accordance with international norms and practices established for the defence and related security sector. Selected candidates are expected to be role models of integrity, and to promote good governance through ongoing efforts in their work.
- d) Shortlisted candidates will be requested to provide original documentary evidence and a set of copies supporting statements in their applications. Appointment is subject to obtaining a NS security clearance and a medical certificate.
- e) 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. 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.