Due to the significant volume of recruitment being undertaken by Joint Force Training Centre (JFTC) the processing time for applications will take longer than normal. Once you have submitted your application, please ensure that you have received a TALEO/NTAP acknowledgement email, which is your proof that your application has been submitted. After this you will be contacted in due course by our recruitment team with further information on the status of your application, but please note that this may not be for several weeks after the vacancy notice closes.

JFTC VACANCY NOTICE - 250602
Technician (CAX Database)

Applications are now invited for the position of **Technician (CAX Database),** post number TFC ETMM 0120, NATO grade **G-10 (former B4)**, at the Joint Force Training Centre (JFTC) located in Bydgoszcz, Poland.

Applications must be made on line:

https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en

Closing Date for applications: **04 May 2025**

Location: Bydgoszcz, Poland

Notes for candidates:

The candidature of NATO redundant staff at grade G10 will be considered with priority.

Applicants who are not successful in this competition may be offered an appointment to another post of a similar nature, albeit at the same or a lower grade, provided they meet the necessary requirements.

Notes for NATO Civilian Human Resources Managers: if you have qualified redundant staff at grade G10/B4, please advise JFTC Civilian Human Resources Manager no later than the closing date.

Contract: Serving NATO International Civilian staff will be offered a contract in accordance with the NATO Civilian Personnel Regulations. Newly recruited staff will be offered a three year definite duration contract.

Salary: Starting basic salary (effective 01 January 2025) is **15,724.99 PLN** per month (tax-free). Additional allowances may apply depending on the personal circumstances of the successful candidate. For further details see *NATO Terms & Conditions of Employment* on the JFTC internet website: www.jftc.nato.int.

For any queries, please contact the JFTC Recruitment at: civ.recruitment@jftc.nato.int

If you are an experienced **Technician (CAX Database)** looking to join a dynamic team working in a multi-national environment, JFTC would be interested in hearing from you.

Post Context

The Joint Force Training Centre supports Warfare Development, contributing to concept development and maintenance of joint doctrine and standards while coordinating the integration of experimentation, capability development, and interoperability to improve NATO's interoperability, capabilities, and operational effectiveness.

The Training and Exercise Enabling Division (TEED) enables training and exercises, and warfare development events. Likewise, the Division provides the basis for the Joint Force Training Centre's engagement with Allied Command Transformation Doctrine validation activities. The Division also maintains the JFTC's analysis and lessons learned capability for both training/exercise/experimentation and institutional improvement.

The Command, Control, Communications & Computers and Modeling and Simulation (C4/MS) Branch ensures availability of the JFTC technical platform in support of the JFTC core business and Programme of Work (POW), to include communications and exercise support systems at JFTC and in support of the execution of static and distributed as well as single- and multi-echelon training, exercises, tests and experiments.

The Modeling and Simulation Section (MS) Section is responsible for Computer Assisted Exercise (CAX) and simulation support to combined and joint, single and multi-echelon training and exercises in a static or distributed environment for tactical and operational-level headquarters, staffs, and forces across the full spectrum of Alliance operations; and, supports testing and experimentation. This includes planning for the maintenance and improvement of the technical environment, and the delivery of the CAX infrastructure.

The Technician (CAX Database) directly supports the delivery phase of all training events and exercises requiring CAX support, working closely with other members of the M&S team and other staff supporting exercise and training delivery in Training Division.

Reports to: Section Head (M&S) - OF-3

Principal Duties:

The incumbent's duties are:
a. Creates, administers and modifies CAX databases for CAX training events supported by the JFTC.
b. Responsible for the effective operation of the databases.
c. Participates in the database development process in coordination with the event planners.
d. Liaises with scenario developers and the training audience for parameter input to ensure database accuracy.
e. Maintains effective CAX databases of units and performance parameters.
f. Supports configuration of the database building tools with relevant data.
g. Trains database tool operators in the use of tools.
h. Supports database review and validation sessions with exercise planners, scenario developers and force providers.
i. Co-ordinates with the Systems Engineers – CAX Planners the conduct of database validation sessions.
j. Responsible for timely database delivery.
k. Monitors the simulation during the CAX event and implement coordinated modifications.
l. Maintains a library of CAX databases of units and performance parameters.
m. Assists in the documentation of CAX databases as required by training audiences and exercise control staff.
n. Co-ordinates with the Systems Engineers – CAX Planners on the usage of new releases of simulations.
o. Co-ordinates with principal developers of C2 systems and System Engineer – CAX Planners at other NATO bodies and NCIA on the evolution of C2 data initialisation requirements and C2 data interfacing constraints.
p. Co-ordinates with the service providers on database requirements and tool developments
q. Provides CAX planning support to event project teams.
r. Provides support to CAX/CIS before, during, and after training exercise as required.

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

a. Flexibility Clause: In order for the command to deal with emergent requirements the incumbent may be required to perform other related duties as directed (in particular, the incumbent can expect to work as a member of Working Groups, Project Teams, etc. for defined periods of time).

b. Annual TDY Requirement: The incumbent may be required to undertake Temporary Duty (TDY) and/or travel within and outside NATO's boundaries for up to 65 days per year.

c. This post has been identified as a candidate to fill a Crisis Establishment post as part of tiered reinforcement plans.

d. Represents the JFTC in NATO and International Modelling and Simulation related working groups' meetings, conferences, workshops and events.

e. Attends training courses/seminars to maintain functional and professional competence in the field of Modelling and Simulation, Information Technology and Management.

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.

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

1. At least two years' experience in database administration.

2. 1-2 years' experience in relational data base management concepts such as normalization, SQL and systems and in common Internet/Intranet applications (e.g. SMTP e-mail, Web servers, proxy servers, TCP/IP suite, Web browsers, DNS).

3. 1-2 years' experience in common Internet protocols and management and diagnosis software (ftp, telnet, etc.) and simulation concepts for time representation, entity representation, data management and interoperability and the design of simulation verification and validation processes.

Education/Training

Higher Secondary education and intermediate vocational training which might lead to a formal qualification with 2 years experience, or Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 4 years post related experience.

Language

English - SLP 3322 - (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

Professional Experience

1. Specific Experience: Knowledge of NATO IS and networks.

2. Two years' experience in using constructive military simulation systems, preferably Joint Conflict And Tactical Simulation, Joint Theatre Level Simulation and Virtual Battle Space models.

3. Knowledge of military functions, units, systems and modes of operation at the tactical and operational level of warfare.

4. Previous relevant experience in an international organisation, preferably NATO.

Education/Training

To meet the organisational requirements, the incumbent attends training courses/seminars to maintain or achieve functional qualifications in the subject field of service.

Attributes/Competencies

Personal Attributes: The incumbent must be able to work as a member of a team with broad technical skills. A pro-active approach will be important to assess, identify and address problems with the modelling & simulation environment before they critically impact on users. Incumbent will require a capacity to analyse the training requirements and translate those requirements into modelling & simulation requirements. The incumbent must be able to work under pressure and still produce high quality results. Ability to communicate effectively orally and in writing with good briefing skills.

Professional Contacts: The incumbent is responsible for the coordination and cooperation of work with the other section of the branch, and other divisions of JFTC.

Contribution To Objectives: Indirectly impacts the ability of JFTC staff to achieve overall objectives.

Supervisory Responsibilities: Dependent on requirements may be required to direct and supervise the work priorities of an ad-hoc or permanent team within the functional area.
There are no reporting responsibilities.