

# STATO MAGGIORE DELLA DIFESA

## *I Reparto Personale*

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Allegati: 2 (due).  
Annessi: 1 (uno).

00187 Roma  
PdC: Ten.Col. COSTA 202.2157  
e-mail: [primo.impiego2s@smd.difesa.it](mailto:primo.impiego2s@smd.difesa.it)

**OGGETTO:** Ricerca di personale per una posizione a “*status* internazionale” presso l’Organismo Congiunto per la Cooperazione in materia di Armamento, sede BONN (DEU).

### **A ELENCO INDIRIZZI IN ALLEGATO “A”**

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Rif. f. prot. n. M\_D ABBE6E3 0060287 in data 20 maggio 2026 di DNA I Rep. (non a UG).  
Seg. f. prot. n. M\_D A0D32CC 0013048 in data 29 gennaio 2026.

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1. L’Agenzia in titolo ha indetto una ricerca di personale per il ripianamento della posizione a “*status* internazionale” a concorso tra le Nazioni n. A080 “*Commercial & Legal Officer 6*”, di grado A4 (Ten.Col.), presso l’Organismo Congiunto per la Cooperazione in materia di Armamento (OCCAR), sede BONN (DEU).
2. La durata del mandato è di 3 anni con inquadramento giuridico-amministrativo ai sensi della legge n. 1114/1962 e oneri a carico dell’Agenzia.
3. Le proposte d’impiego dovranno pervenire allo Stato Maggiore della Difesa, esclusivamente da codesti Organi d’Impiego, entro la data del 1° luglio 2026, corredate delle schede biografiche in lingua italiana e dell’OCCAR *Application Form* (IP45-03 *Issue 5*)<sup>1</sup>, complete della sottonotata documentazione accessoria:
  - copia del passaporto in corso di validità, ovvero altro documento valido per l’espatrio in corso di validità;
  - copia del titolo di studio più elevato conseguito, (in PDF non editabile e con firma autografa), con *file* di dimensioni non superiori, complessivamente, a 3 MB, in ragione dei successivi adempimenti per la loro formalizzazione.
4. Nell’inviare la *vacancy notice* (VN) della posizione, si raccomanda il rispetto delle procedure e delle scadenze stabilite e si evidenzia la necessità che il personale segnalato, oltre a un profilo professionale aderente a quello richiesto dalla citata VN, sia in possesso di tutti i requisiti di base per l’impiego all’estero, con particolare riferimento a un adeguato livello di conoscenza della lingua inglese.

*d’ordine*

**IL VICE CAPO REPARTO**  
(Brig.Gen. Fabrizio BABUSCI)

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<sup>1</sup> Reperibile alla pagina *web* della Difesa al seguente *link*: <https://www.difesa.it/smd/staff/reparti/i-reparto/impiego-del-personale/impiego-in-ambito-internazionale/modulistica/29315.html>.

**ELENCO INDIRIZZI**

<b>A</b>	<b>DIPARTIMENTO IMPIEGO DEL PERSONALE DELL'ESERCITO</b>	<b><u>SEDE</u></b>
	<b>DIREZIONE PER L'IMPIEGO DEL PERSONALE MILITARE DELLA MARINA</b>	<b><u>ROMA</u></b>
	<b>DIREZIONE PER L'IMPIEGO DEL PERSONALE MILITARE DELL'AERONAUTICA</b>	<b><u>ROMA</u></b>
<b>e, per conoscenza,</b>		
	<b>MINISTERO DELLA DIFESA Gabinetto del Ministro</b>	<b><u>ROMA</u></b>
	<b>DIREZIONE NAZIONALE DEGLI ARMAMENTI I Reparto – Politica Industriale e Relazioni Internazionali</b>	<b><u>ROMA</u></b>

## Ricerca di personale per posizioni a "status internazionale" presso l'Organismo Congiunto per la Cooperazione in materia di Armamento (OCCAR-EA)

DIVISIONE SEZIONE	SEDE DI SERVIZIO	P.O.	GRADO	ATTUALE TITOLARE --- TERMINE MANDATO	DATI RELATIVI AL MANDATO		F.A. INTERESSATA	TIPO DI POSIZIONE	SCADENZA PRESENTAZIONE CANDIDATURE			data intervista a partire dal
					DURATA	INIZIO			SMD - I Reparto	DNA - I Reparto	OCCAR	
<i>Programme Management Support Division Commercial &amp; Policy Section</i>	BONN (DEU)	A080 "Comemrcial & Legal Officer 6"	A4 (Ten.Col.)	//	3 ANNI	01-nov-26	EMA	Status internazionale a concorso tra le nazioni  (trattamento giuridico- amministrativo ai sensi della L. n. 1114/1962)	1-lug-26	13-lug-26	20-lug-26	24-ago-26



<b>VACANCY NOTICE</b>	
<b>Post</b>	A080 - COMMERCIAL & LEGAL OFFICER 6
<b>Grade</b>	A4
<b>Division</b>	Programme Management Support Division
<b>Section</b>	Commercial & Policy Section
<b>Management of Staff</b>	0
<b>Location</b>	Bonn, DE
<b>Initial Contract Duration</b>	3 years
<b>Closing Date for Applications</b>	20 July 2026
<b>Start Date</b>	01 November 2026
<b>Interview Date</b>	Week commencing on 24 August 2026

## 1. Background

OCCAR-EA facilitates and manages collaborative European armament Programmes through their life cycle and continuously improves the effectiveness of collaborative defence equipment programme management.

The Programme Management Support Division (PMSD) is broadly responsible for:

- Maintaining programme, contract, Information and Risk management policies, procedures and guidance;
- Supporting Programme Managers in commercial, legal, Information, Risk and programme management-related matters;
- Providing independent advice to the OCCAR-EA Director on programme-related matters;
- Integrating new programmes and new programme stages into OCCAR.

The Commercial and Policy (C&P) Section sits within PMSD and is responsible for all contract management activities associated with the above tasks.

## **2. Duties and Responsibilities**

The Commercial & Legal Officer reports to the Commercial and Policy Section Leader and is responsible for supporting the definition of contracts policy, preparing and staffing contracts, assisting in programme integration activities and supporting of Programme Divisions with their commercial and legal requirements.

In particular, they will:

- Support the update of OCCAR Management Procedures (OMPs), Internal Procedures and Internal Guidance, in particular the procedures for Procurement and Contract Placement;
- Prepare/draft regulations, procedures, documents, etc. which are managed by the C&P Section;
- Support the definition of the OCCAR-EA Policy for Contracts, Price Audits and Price Investigations;
- Support the Programme Divisions, Central Office and Director to prepare, negotiate, staff and manage contracts and ensure the contract process follows OCCAR rules:
  - Draft complex contracts, advise on the associated annexes (e.g., statement of work) and ensure consistency of the whole contract document,
  - Conduct negotiations with industry, as determined by the negotiation manager,
  - Manage the circulation of sensitive commercial information during a competitive tendering process,
  - Manage the configuration of the contract during its preparation and produce a circulation report,

- Ensure the contract terms and conditions are compliant with OCCAR rules and regulations, and the applicable national law,
- Handle any contractual issue that may arise during the execution of the contract,
- Support contract audit functions;
- Support the Programme Integration Manager for the integration of new programmes and new programme stages into OCCAR, including preparing the associated Programme Management Authorisations and the Programme Decisions;
- Support the Member States in the drafting/negotiating of MoUs;
- Support to OCCAR-EA Central Office on the commercial and legal impact of EU activities on OCCAR-EA business (e.g., European Defence Fund).

In performing the above duties, the Commercial and Legal Officer will coordinate with the OCCAR-EA Central Office, in particular the Legal Adviser, the Business Development Strategic Planning and Reporting Office, the Finance Division, the Corporate Support Division and within PMSD.

### **3. Key competences and skills required for the grade**

(You must provide evidence of meeting these key competences and skills in your Application, Section 12).

- CS 1** Executive management skills and the ability to manage complex negotiations as well as dealing with difficult situations such as conflicts proven through results attained in performing jobs in this field for other national/international organisations;
- CS 2** Excellent interpersonal, team working and leadership skills with the ability to interact sensitively, effectively and professionally with people from diverse cultural, educational and professional backgrounds;
- CS 3** Conceptual thinking with the ability to analyse complex and wide-ranging questions, issues and information, with a structured approach to the problem-solving process, including providing recommended solutions and a proposed way forward;
- CS 4** The ability to work in a changing, developing and demanding environment with the ability to orchestrate and implement clear, efficient and logical approaches to work, to manage time, assignments and objectives;
- CS 5** The ability to use Computer and Information Technology (ICT) facilities, with a working knowledge of MS Office software.

#### **4. Specialist knowledge and experience required for the post**

(You must provide evidence of meeting these specialist requirements in your Application, Sections 10 and 11).

##### **4.1 Essential:**

- ES 1** Extensive experience of drafting and applying procurement policy and procedures;
- ES 2** Extensive experience of drafting, negotiating and managing contracts, particularly in the field of defence procurement in one or more of the OCCAR Member States;
- ES 3** Sound experience in managing the legal matters relating to contracts (e.g., Terms and Conditions; procurement rules and regulations, etc.);
- ES 4** Experience in cost analysis, audit and price investigation, and the management of National Pricing Authorities;
- ES 5** Experience in drafting and negotiating international agreements/arrangements.

##### **4.2 Desirable:**

- DS 1** Knowledge of national and EU procurement regulations;
- DS 2** An awareness of European defence-related structures and organisations;
- DS 3** Knowledge and practical experience in drafting procedures and policy documents;
- DS 4** Practical experience of successfully working in a matrix management organisation;
- DS 5** Experience of working in a multinational, project/programme management environment.

#### **5. Language Requirements**

- ADVANCED level<sup>1</sup> of ENGLISH both oral and written.
- Additional knowledge of another OCCAR Member or Participating State's language will be considered as an asset.

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<sup>1</sup> The language levels can be found on the OCCAR website, [www.occar.int](http://www.occar.int) Careers / Applying.

**6. Qualifications**

A university degree or equivalent qualification in the activities directly related to the described tasks is highly desirable.

**7. Security Clearance**

Security clearance at OCCAR Secret level is required for this post.

**8. Applications and Points of Contact**

For further information regarding this Post, please contact:

Sylvie NECAS (Commercial & Policy Section Leader)

Email: [sylvie.necas@occar.int](mailto:sylvie.necas@occar.int)

Applications for this Vacancy Notice should be submitted through the appropriate National Administrations.

**OCCAR Privacy Statement:**

When applying for an OCCAR vacancy, it is necessary for OCCAR to collect and process personal data about you in order to assess and evaluate your suitability for the vacancy, and (if successful) to coordinate with relevant service providers in preparation of your appointment. For further information please visit our web-site: OCCAR Privacy Statement - <http://www.occar.int/privacy-data-protection>.