M_D A0D32CC REG2026 0137687 19-10-2026

STATO MAGGIORE DELLA DIFESA

I Reparto Personale

Allegati: 2 (due).
Annessi: 8 (otto).

00187 Roma

OGGETTO: Ricerca di personale per 5 posizioni a connotazione "*Seconded National Expert*" (SNE) e 3 "*Temporary Agent*" presso l'*European Defence Agency* (EDA) in BRUXELLES (BEL).

A **ELENCO INDIRIZZI IN ALLEGATO "A"**

^^^ ^^^ ^^^

Riferimento: f. prot. n. M_D ABBE6E3 0104676 in data 13 ottobre 2026 di DNA I Rep. (non a tutti).
Seguito: Direttiva SMD-P-104, Ed. 2024.
^^^ ^^^ ^^^

1. L'*European Defence Agency* (EDA) ha indetto una ricerca di personale[1] per 5 posizioni a connotazione "*Seconded National Expert*" (SNE)[2] e 3 "*Temporary Agent*" (TA)[3] presso taluni *Directorates*[4] della suddetta Agenzia, riportate nel prospetto in Allegato "B" e giudicate di interesse per la Difesa.
2. Per quanto precede, si chiede di far pervenire a questo Stato Maggiore le candidature, per il tramite degli Organi d'Impiego di F.A., entro le date indicate nel citato Allegato "B", corredate delle schede biografiche in lingua italiana, dell'*Application Form* in lingua inglese (in pdf con firma autografa) e della "Nota di accompagnamento"[5] (anch'essa in pdf con firma autografa), con *file* di dimensioni non superiori complessivamente a 3 MB.
3. Le procedure concorsuali per le posizioni bandite prevedono la compilazione[6] dell'*Application Form* esclusivamente *on-line*, attraverso il sito *web* dell'Agenzia. Si chiede, pertanto, a codesti Organi d'impiego di:
   - proporre un solo Ufficiale per le posizioni a connotazione SNE, significando che, in aderenza alla Direttiva a seguito, sarà avanzata una sola candidatura nazionale; si evidenzia l'esigenza che il personale segnalato sia in possesso di un profilo professionale adeguato alle *vacancy notices* delle posizioni in argomento (in annesso) e dei requisiti di base per l'impiego all'estero, con particolare riferimento ad un adeguato livello di conoscenza della lingua inglese;
   - acquisire la documentazione concorsuale (citato *Application Form*, compilato attraverso il suddetto sito *web* e non finalizzato);
   - autorizzare a completare il processo di *Application on-line*, entro la scadenza indicata nel relativo bando, pena la decadenza della candidatura, esclusivamente il personale che sarà candidato da questo Stato Maggiore della Difesa.
4. Si resta in attesa di un riscontro in merito e a disposizione per fornire eventuali ulteriori elementi ritenuti utili.

d'ordine
IL VICE CAPO REPARTO
(Col. Giovanni Luca NICOLETTI)

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[1] Pubblicata sulla pagina *web* della Difesa *https://www.difesa.it/smd/staff/reparti/i-reparto/impiego-del-personale/impiego-in-ambito-internazionale/ricerche-di-personale-per-posizioni-non-quota-e-status-internazionale/35926.html*.
[2] Inquadramento giuridico-amministrativo ai sensi dell'art. 1808, co. 2-*bis*, del Decreto Legislativo n. 66/2010.
[3] Inquadramento giuridico-amministrativo ai sensi della Legge n. 1114/1962 e oneri a carico dell'Agenzia.
[4] *Capability, Armament and Planning Directorate* (CAP), *Procurement, Support, Industry & Interoperability Directorate* (PSII) ed EDA *Policy and Management Office (*EPMO).
[5] Reperibile alla pagina *web* della Difesa *https://www.difesa.it/smd/staff/reparti/i-reparto/impiego-del-personale/impiego-in-ambito-internazionale/modulistica/29315.html* alla voce "Dichiarazione del Candidato SNE".
[6] Creando un profilo EDA, cliccare la scheda della *vacancy* per cui si concorre all'indirizzo *web eda.europa.eu/careers/current-vacancies*, selezionare, a fine pagina, "*Apply for this vacancy*"; *Continue/Apply*; "*Create your EDA profile*" o selezionare "*Logon*" se si possiede già un profilo.

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Date: 2026.10.19 16:10:25 CEST

ELENCO INDIRIZZI

A	**DIPARTIMENTO IMPIEGO DEL PERSONALE DELL’ESERCITO**	**SEDE**
	DIREZIONE PER L’IMPIEGO DEL PERSONALE MILITARE DELLA MARINA	**ROMA**
	DIREZIONE CAPITALE UMANO DELL’AERONAUTICA MILITARE	**ROMA**

e, per conoscenza,

	MINISTERO DELLA DIFESA **Gabinetto del Ministro**	**ROMA**
	DIREZIONE NAZIONALE DEGLI ARMAMENTI **I Reparto– Politica Industriale e Relazioni Internazionali**	**ROMA**
	RAPPRESENTANZA PERMANENTE D’ITALIA PRESSO L’UNIONE EUROPEA **Ufficio dell’Addetto per la Difesa e Consigliere Militare**	**BRUXELLES (BEL)**

e, per diramazione interna

III Reparto – Direzione Strategica e Cooperazione Militare
Reparto Pianificazione Generale

Allegato "B"

Ricerca di personale per posizioni a connotazione "Temporary Agent" e "*Seconded National Expert*" presso la EUROPEAN DEFENCE AGENCY

N.	CONNOTAZIONE (inquadramento giuridico-amministrativo)	GRADO	INCARICO	F.A. PREVISTA	DIRETTORATO/UNITA' DI IMPIEGO	INTERESSE	DATA DI INIZIO MANDATO INDICATIVA	TERMINE ENTRO CUI FINALIZZARE LA PROCEDURA DI *APPLICATION* SUL SITO DI EDA	TERMINE PER LA PRESENTAZIONE DELLE CANDIDATURE A SMD
1	**Seconded National Expert (SNE)** (art. 1808 co. 2-*bis* del D.Lgvo n. 66/2010)	**AD9/AD10** (T.V.)	Project Officer Maritime Domain Awareness MARSUR	MM	Capability, Armament and Planning Directorate (CAP)	**ELEVATO**	16-gen-27	**10-dic-26**	**03-dic-26**
2	**Seconded National Expert (SNE)** (art. 1808 co. 2-*bis* del D.Lgvo n. 66/2010)	**AD9/AD10** (Cap./T.V.)	Project Officer Defence Test and Evaluation	EMA	Procurement, Support, Industry & Interoperability Directorate PSII	**ELEVATO**	01-mar-27	**10-dic-26**	**03-dic-26**
3	**Seconded National Expert (SNE)** (art. 1808 co. 2-*bis* del D.Lgvo n. 66/2010)	**AD9/AD10** (Cap./T.V.)	Coordination Officer	EMA	Procurement, Support, Industry & Interoperability Directorate PSII	**ELEVATO**	01-mar-27	**12-gen-27**	**29-dic-26**
4	**Seconded National Expert (SNE)** (art. 1808 co. 2-bis del D.Lgvo n. 66/2010)	**AD9/AD10** (Cap./T.V.)	Project Officer Contracted Services	EMA	Procurement, Support, Industry & Interoperability Directorate PSII	**ELEVATO**	01-mar-27	**12-gen-27**	**29-dic-26**
5	**Seconded National Expert (SNE)** (art. 1808 co. 2-*bis* del D.Lgvo n. 66/2010)	**AD9/AD10** (Cap./T.V.)	Project Officer Collaborative Procurement of Equipment and Supplies	EMA	Procurement, Support, Industry & Interoperability Directorate PSII	**ELEVATO**	01-mar-27	**12-gen-27**	**29-dic-26**
6	**Temporary Agent (TA)** (L. n. 1114/1962)	**AD11** (Ten.Col.)	Head of Unit Air & Space Unit	AM	Capability, Armament and Planning Directorate (CAP)	**ELEVATISSIMO**	01-feb-27	**17-nov-26**	**10-nov-26**
7	**Temporary Agent (TA)** (L. n. 1114/1962)	**AD11** (Ten.Col. /C.F.)	Head of Unit in the EDA Policy and Management Office (3 posts)	EMA	EDA Policy and Management Office EPMO	**ELEVATISSIMO**	01-feb-27	**17-nov-26**	**10-nov-26**
8	**Temporary Agent (TA)** (L. n. 1114/1962)	**AD8** (Ten./STV)	Project Officer Communication and Information Systems (CIS) Support to Operations	EMA	Procurement, Support, Industry & Interoperability Directorate PSII	**ELEVATO**	01-feb-27	**17-nov-26**	**10-nov-26**

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Date: 2026.10.19 16:10:25 CEST

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Capability, Armament & Planning Directorate (CAP)
Vacancy title	043e - Project Officer Maritime Domain Awareness MARSUR
Contract type	Seconded National Expert
Group	N.A.
Grade	AD9/AD10
Indicative starting date	16/01/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE CAPABILITY, ARMAMENT & PLANNING DIRECTORATE (CAP)

The Capability, Armament & Planning Directorate (CAP) supports Member States in collaboratively planning, developing and acquiring defence capabilities that meet their needs as well as EU priorities. This implies supporting Member States in identifying, preparing and supporting the execution of possible cooperation projects and programmes ranging from long term military capability development to short term armament procurement. This includes obtaining agreement on shared needs and related priorities, harmonising capability requirements and conducting capability development preparatory activities across all dimensions of capabilities (concept & doctrine, organisation, training, materiel, leadership and education, personnel, facilities, and interoperability). It also includes aggregating demand towards joint procurement of defence products and services.

The Directorate, together with Member States and with the support of other competent EU institutions and bodies, operates the intergovernmental EU Capability Development Planning System (EU-CDPS) comprising several EU tools. The Capability Development Plan (CDP), managed with the EU Military Committee (EUMC) and EU Military Staff (EUMS) contributions, leads to the identification of Capability Development Priorities agreed at EU level as a reference for all EU initiatives on Defence. The Coordinated Annual Review on Defence (CARD), conducted with the contribution of EUMS, enables the analysis of the “State of the Union on Defence” and to identify opportunities for cooperation. The Permanent Structured Cooperation (PESCO), conducted together with the European External Action Service (EEAS), including EUMS, coordinates the analysis of the annual PESCO National Implementation Plans to assess the participating Member States’ fulfilment of the PESCO commitments, assesses Member States' PESCO project proposals and monitors their progress.

Within EU-CDPS, the Directorate engages with Member States’ capability planners and experts to implement the EU Capability Development Priorities based on agreed collaborative roadmaps. When preparatory activities enable the identification of a possible cooperation project, the Directorate supports Member States interested in the project by elaborating a business case with them.

The CAP Directorate comprises six units and one Coordination and Strategic Analysis Office. Five units address capability development and armament procurement activities of operational domains associated to EU agreed priorities and one operates the EU-CDPS and related processes and tools:

- Air & Space Domain Unit: Air Combat, Airborne Command and Inform Capabilities, Integrated Air and Missile Defence, Air Transport, Space Operations and Space Services;
- Maritime Domain Unit: Naval Combat and Maritime Interdiction, Underwater and Seabed Warfare, Maritime Domain Awareness;
- Land Domain Unit: Ground Combat Capabilities, Land-Based Precision Engagement, Future Soldier Systems;
- Strategic Enablers & Cyber Unit: Cyber Warfare & Operations, Electro Magnetic Spectrum Operations & Electronic Warfare, Command / Control / Communications / Computers / Information Systems / Surveillance / Target Acquisition & Reconnaissance (C4ISTAR), Special Operation Forces;
- Resilience & Support Unit: Military Mobility, Logistics, CBRN Defence, Critical Infrastructure Protection, Medical Support, Energy;
- Maritime Unit: Naval Combat and Maritime Interdiction, Underwater and Seabed Warfare, Maritime Domain Awareness;
- Cooperation Planning Unit: Management of EU-CDPS, including the conduct of the Capability Development Plan, CARD and PESCO.

Based on this organization, in coordination with other Directorates, CAP supports Member States with concrete proposals for cooperation at levels ranging from the technical to the political, while actively contributing to various capability-related initiatives launched by Member States at EU level, such as the EU Defence Readiness objective and associated Priority Capability Areas.

4. DUTIES

Under the supervision of the Head of Unit Maritime Domain, the jobholder will be responsible for/contribute to the following activities:

Maritime capability development and coordination

- support Member States in ongoing and future projects related to Maritime Domain Awareness (MDA) and Underwater Situational Awareness (UWSA);
- coordinate EDA participation in exercises, experimentation and operational demonstrations related to MDA/ and translate lessons identified into capability development;
- contribute to the development and implementation of EU Capability Development Priorities and related Priority Implementation Plan;
- support and manage ad-hoc projects/programmes (Category A/B and Operational Budget);
- monitor relevant R&T and capability developments and promote coherence and coordination across EDA Directorates;
- develop and maintain close cooperation with Member States, other relevant EU Bodies, offices and agencies and NATO;
- represent EDA at relevant conferences, seminars and other fora;

MARSUR programme management and procurement

The jobholder will have primary responsibility for the project management and procurement activities related to the MARSUR programme and its possible future evolution, including:

- manage the MARSUR Programme, including its governance, implementation and further development, and act as the primary EDA point of contact for participating Member States;
- manage MARSUR-related working bodies and organise Programme Arrangement Board meetings, workshops and symposia;
- translate Member States' operational and capability requirements into programme objectives, implementation plans and contractual activities;
- prepare and monitor programme roadmaps, milestones, budgets, risks and deliverables and report progress to Member States and EDA management;
- coordinate programme governance and decision-making between participating Member States, EDA, contractors and relevant stakeholders;
- prepare and manage procurement activities, including requirements, market surveys, acquisition strategies, Statements of Work, tender documentation and contracts;
- manage and monitor MARSUR-related contracts, including technical and financial implementation, deliverables, risks and contractor performance;
- ensure coherence between capability requirements, technical development, experimentation, procurement and operational implementation;
- contribute to strengthening EDA programme/project management and procurement processes and competencies.

Duties may evolve according to the development of EDA's structure and activities and decisions of EDA management.

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (Council Decision (EU) 2016/1352), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.

Therefore, to be considered in the selection process, candidates for SNE posts must be sponsored by their national

authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

The Rules are available on the EDA website http://www.eda.europa.eu - vacancies.

To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;
- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge (minimum level C1 oral and written) of one official language of one of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages for the performance of their duties.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process.

To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

IMPORTANT: Confirmation of sponsorship is required at the latest by the deadline for applications and in any case before a decision on a candidate selected for secondment is taken by EDA.

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

The candidate will be required to demonstrate that he/she has:

- sound knowledge of maritime capabilities, notably Maritime Domain Awareness (MDA), maritime surveillance, manned and unmanned systems, sensors and related C4I systems;
- at least seven (7) years of professional experience as a naval military officer, including experience at higher Military Staff/HQ or Ministry of Defence level;
- at least three (3) years of concrete project/programme management experience in an international, governmental or public-sector organisation;
- proven experience in defence capability development, including the translation of operation or capability requirements into compatibility solutions, plans or multinational initiatives;
- experience in procurement and contracting activities, including drafting of requirements, procedural documents, notes and briefs;
- good knowledge of the international defence environment, particularly CSDP, EU capability development and EDA’s role and activities;
- a very good command of written and spoken English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure and with limited supervision;
- good communication and organisational skills;
- strong analytical and problem-solving skills;
- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- a university degree in systems engineering, computer science or a related technical field;
- professional experience with MARSUR or comparable national, EU or NATO Maritime Domain Awareness/information-sharing systems;
- experience with NATO interoperability, exercises, experimentation and operational demonstrations;
- knowledge of classified Communication and Information Systems (CIS) environments, information assurance, security policy and requirements;
- knowledge of emerging MDA technologies, including data fusion, Artificial Intelligence (AI), autonomous systems and Underwater Situational Awareness;
- hold a recognised Project/Programme Management qualification.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR SECONDED NATIONAL EXPERTS (SNE) AT EDA

The Project Officer Maritime Domain Awareness MARSUR will be appointed by the Chief Executive.
Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period. Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidate will be seconded as AD9/AD10 equivalent.
Applications are invited with a view to establish a reserve list for the post of Project Officer Maritime Domain Awareness MARSUR at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE FOR SECONDED NATIONAL EXPERTS (SNE)

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard

copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline.

In order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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.

EDA 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 tools may be rejected without further consideration at EDA’s sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Procurement, Support, Industry & Interoperability Directorate (PSII)
Vacancy title	045g - Project Officer Defence Test and Evaluation
Contract type	Seconded National Expert
Group	N.A.
Grade	AD9/AD10
Indicative starting date	01/03/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE PROCUREMENT, SUPPORT, INDUSTRY & INTEROPERABILITY DIRECTORATE (PSII)

The Procurement, Support, Industry & Interoperability Directorate (PSII) supports a range of activities critical to collaborative defence capability development in Europe and the strengthening of its EDTIB.

The PSII Directorate supports Member States by conducting collaborative procurement of off-the-shelf defence equipment and services for their benefit. It also supports Member States in addressing the implications of EU legislation and policies for the defence sector, including REACH, Single European Sky (SES), funding instruments, and procurement legislation and policy. It also analyses developments influencing the European defence industry and security of supply. The Directorate is also responsible for activities supporting defence cooperation and interoperability, including airworthiness, standardisation, certification, test and evaluation, and education and training. It also supports CSDP operations, missions and EU Battlegroups.

The PSII Directorate comprises:

- PSII Coordination and Management Office supports Member States in the adoption of new legislation and policies and supports internal coordination within and between the Directorate and the Agency's other directorates;
- Collaborative Defence Procurement Centre (CDPC) manages the collaborative procurement of off-the shelf defence equipment and services for the benefit of Member States and EU operations and missions, and provides procurement management and regulatory expertise to the Agency and Member States;
- Wider EU Policies Support Unit engages industry in the activities of the Agency, performs strategic analyses of the defence industry and supply chains, and monitors the impact of EU policies on the defence sector, ranging from legislation (REACH, single European Sky) to funding instruments;
- Interoperability Support Unit supports defence cooperation and enhances interoperability through the development of harmonised safety and certification requirements, identification of best practice standards, networking of test and evaluation capabilities, and facilitation of common training initiatives.

4. DUTIES

Under the supervision of the Head of Interoperability Support Unit, the jobholder will be responsible for/contribute to the following activities:

- develop full-spectrum Test and Evaluation capabilities in Europe based on a fully coordinated network of national test centres; this entails fostering collaborative activities among test centres, creating networks of excellence and systematically linking them to EDA projects;
- ensure the effective and efficient implementation of the Defence Test and Evaluation Base (DTEB) Strategy in close coordination with the DTEB Plenary Group;
- manage, maintain and further develop the European Database for Test and Evaluation capabilities;
- ensure the effective and efficient implementation of the Strategy for achieving harmonised certification requirements for ammunition safety in close cooperation with the European Network of National Safety Authorities on Ammunition (ENNSA);
- advise on the application of the standardisation framework to qualification and certification processes;
- advise on the qualification and certification actions required to support capability development;
- contribute to the development of an integrated approach to critical enablers for cooperation, including Test and Evaluation, Standardisation and Certification;
- develop and deliver studies as required;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to the development of EDA's structure and activities, and the decisions of EDA management.

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (Council Decision (EU) 2016/1352), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.

Therefore, to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

The Rules are available on the EDA website http://www.eda.europa.eu - vacancies.

To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;
- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge (minimum level C1 oral and written) of one official language of one of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages for the performance of their duties.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process.

To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

IMPORTANT: Confirmation of sponsorship is required at the latest by the deadline for applications and in any case before a decision on a candidate selected for secondment is taken by EDA.

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

Candidates will be required to demonstrate the following qualifications:

- university degree (or equivalent military academic qualification) in a field relevant to the post (e.g. Engineering with a specialisation in electronics, communications, aeronautics, mechanics, naval architecture);
- at least eight (8) years of relevant professional experience in Defence Test and Evaluation, including the management of Test and Evaluation projects;
- thorough knowledge and professional experience in qualification and/or certification processes, including the application of relevant standardisation frameworks;
- good knowledge of the EU institutional framework and decision-making processes, particularly in security and defence, including CSDP and capability development;
- good understanding of EDA's mandate and role in capability development, Test and Evaluation, standardisation and

certification;

- very good command of written and oral English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with little supervision;
- good communication and organisational skills;
- strong analytical and problem-solving skills;
- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- hold a recognised project and/or programme management qualification;
- experience with multinational T&E cooperation;
- experience of supporting organisational and process change.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR SECONDED NATIONAL EXPERTS (SNE) AT EDA

The Project Officer Defence Test and Evaluation will be appointed by the Chief Executive.

Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period. Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidate will be seconded as AD9/AD10 equivalent.

Applications are invited with a view to establish a reserve list for the post of Project Officer Defence Test and Evaluation at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE FOR SECONDED NATIONAL EXPERTS (SNE)

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date

of the deadline.

In order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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.

EDA 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 tools may be rejected without further consideration at EDA’s sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Procurement, Support, Industry & Interoperability Directorate (PSII)
Vacancy title	203a - 203a - Coordination Officer
Contract type	Seconded National Expert
Group	N.A.
Grade	AD9/AD10
Indicative starting date	01/03/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE PROCUREMENT, SUPPORT, INDUSTRY & INTEROPERABILITY DIRECTORATE (PSII)

The Procurement, Support, Industry & Interoperability Directorate (PSII) supports a range of activities critical to collaborative defence capability development in Europe and the strengthening of its EDTIB.

The PSII Directorate supports Member States by conducting collaborative procurement of off-the-shelf defence equipment and services for their benefit. It also supports Member States in addressing the implications of EU legislation and policies for the defence sector, including REACH, Single European Sky (SES), funding instruments, and procurement legislation and policy. It also analyses developments influencing the European defence industry and security of supply. The Directorate is also responsible for activities supporting defence cooperation and interoperability, including airworthiness, standardisation, certification, test and evaluation, and education and training. It also supports CSDP operations, missions and EU Battlegroups.

The PSII Directorate comprises:

- PSII Coordination and Management Office supports Member States in the adoption of new legislation and policies and supports internal coordination within and between the Directorate and the Agency's other directorates;
- Collaborative Defence Procurement Centre (CDPC) manages the collaborative procurement of off-the shelf defence equipment and services for the benefit of Member States and EU operations and missions, and provides procurement management and regulatory expertise to the Agency and Member States;
- Wider EU Policies Support Unit engages industry in the activities of the Agency, performs strategic analyses of the defence industry and supply chains, and monitors the impact of EU policies on the defence sector, ranging from legislation (REACH, single European Sky) to funding instruments;
- Interoperability Support Unit supports defence cooperation and enhances interoperability through the development of harmonised safety and certification requirements, identification of best practice standards, networking of test and evaluation capabilities, and facilitation of common training initiatives.

4. DUTIES

Under the supervision of the Head of the Coordination & Management Office, the Coordination Officer will be responsible for / contribute to the following activities:

- support the coordination of the Directorate's planning, reporting and governance activities;
- support the coordination of Directorate inputs to Agency-wide planning, budgeting, staffing and reporting processes;
- facilitate coordination across Directorate units and with other Agency Directorates to ensure coherent input to Agency-wide efforts and activities;
- assist in monitoring the implementation of Directorate objectives, identifying risks, tracking actions and ensure appropriate follow-up;
- contribute to the coordination of the Directorate's activities related to EU defence policies and legislation, including preparation of background material, stakeholder coordination and support to Member States' engagement;
- assist in the preparation, organisation and follow-up of meetings with Member States, senior management and Directorate stakeholders, including agendas, briefing materials, minutes and action tracking;
- support the coordination and follow-up of Directorate contributions to cross-cutting Agency initiatives, working groups and other horizontal activities involving several organisational entities;
- maintain an overview of key Directorate deliverables, meetings, deadlines and decision points and support the timely coordination of related inputs and actions;
- contribute to the continuous improvement of Directorate coordination arrangements, working methods and information

flows, including the development and maintenance of appropriate planning and monitoring tools;
- liaise, as appropriate, with relevant internal and external stakeholders in support of the Directorate's coordination activities;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to the development of EDA's structure and activities, and the decisions of EDA management.

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (Council Decision (EU) 2016/1352), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.
Therefore, to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.
The Rules are available on the EDA website http://www.eda.europa.eu - vacancies.
To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;
- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge (minimum level C1 oral and written) of one official language of one of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages for the performance of their duties.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process.
To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

IMPORTANT: Confirmation of sponsorship is required at the latest by the deadline for applications and in any case before a decision on a candidate selected for secondment is taken by EDA.
A. Essential
Only applications meeting all essential selection criteria will be assessed.
(1) Professional
The candidate will be required to demonstrate that he/she has:

- a university degree (or equivalent academic degree) in public administration, political science, international relations, European studies, law, business administration, defence studies or another field relevant to the post;
- at least seven (7) years of relevant professional experience;
- experience in coordination, planning, programme management, governance support and monitoring activities;

- experience in preparing reports, briefing materials, meeting documentation and management information for senior stakeholders;
- experience in coordinating activities involving multiple stakeholders in an international or multinational environment;
- good knowledge of EU institutions, policies and decision-making processes, particularly in the field of security and defence, including the Common Security and Defence Policy (CSDP) and the wider international defence environment;
- understanding of the EDA's main tasks and functions;
- a very good command of written and spoken English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with little supervision;
- good communication and organisational skills;
- strong analytical and problem-solving skills;
- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- hold a (recognised) project management qualification;
- experience of supporting organisational and process change;
- familiarity with new and emerging digital tools and applications, and an interest in using them to streamline processes, improve workflows and support the modernisation of the function.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR SECONDED NATIONAL EXPERTS (SNE) AT EDA

The Coordination Officer will be appointed by the Chief Executive.

Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period. Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidate will be seconded as AD09/AD10 equivalent.

Applications are invited with a view to establish a reserve list for the post of Coordination Officer at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political,

philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE FOR SECONDED NATIONAL EXPERTS (SNE)

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline.

In order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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.

EDA 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 tools may be rejected without further consideration at EDA’s sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Procurement, Support, Industry & Interoperability Directorate (PSII)
Vacancy title	204a - Project Officer Contracted Services
Contract type	Seconded National Expert
Group	N.A.
Grade	AD9/AD10
Indicative starting date	01/03/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	12/01/2027

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE PROCUREMENT, SUPPORT, INDUSTRY & INTEROPERABILITY DIRECTORATE (PSII)

The Procurement, Support, Industry & Interoperability Directorate (PSII) supports a range of activities critical to collaborative defence capability development in Europe and the strengthening of its EDTIB.

The PSII Directorate supports Member States by conducting collaborative procurement of off-the-shelf defence equipment and services for their benefit. It also supports Member States in addressing the implications of EU legislation and policies for the defence sector, including REACH, Single European Sky (SES), funding instruments, and procurement legislation and policy. It also analyses developments influencing the European defence industry and security of supply. The Directorate is also responsible for activities supporting defence cooperation and interoperability, including airworthiness, standardisation, certification, test and evaluation, and education and training. It also supports CSDP operations, missions and EU Battlegroups.

The PSII Directorate comprises:

- PSII Coordination and Management Office supports Member States in the adoption of new legislation and policies and supports internal coordination within and between the Directorate and the Agency's other directorates;
- Collaborative Defence Procurement Centre (CDPC) manages the collaborative procurement of off-the shelf defence equipment and services for the benefit of Member States and EU operations and missions, and provides procurement management and regulatory expertise to the Agency and Member States;
- Wider EU Policies Support Unit engages industry in the activities of the Agency, performs strategic analyses of the defence industry and supply chains, and monitors the impact of EU policies on the defence sector, ranging from legislation (REACH, single European Sky) to funding instruments;
- Interoperability Support Unit supports defence cooperation and enhances interoperability through the development of harmonised safety and certification requirements, identification of best practice standards, networking of test and evaluation capabilities, and facilitation of common training initiatives.

4. DUTIES

Under the supervision of the Head of Sector for Contracted Services, the Project Officer Contracted Services will be responsible for / contribute to the following activities:

- manage the EDA AIRMEDEVAC project and related contracted services in support of participating Member States and Common Security and Defence Policy missions and operations, ensuring effective project governance and service delivery;
- manage the full lifecycle of framework and specific contracts, from the identification and consolidation of user requirements to the preparation of procurement documentation, evaluation support, contract implementation, performance monitoring and administrative closure;
- coordinate the operational, contractual and financial implementation of specific contracts, including budget planning and monitoring, calls for funds, allocation of funds, verification of supporting documents, invoice processing and reporting;
- maintain close working relationships with contributing Member States, end users, relevant European Union stakeholders, service providers and other partners, acting as a focal point for the timely resolution of contractual and operational issues;
- prepare and coordinate project governance activities, including Project Management Group meetings, briefings, decision documents, presentations, minutes, action tracking and follow-up with stakeholders;
- monitor service delivery and contractual performance, identify risks and corrective actions, and coordinate EDA follow-

up in the event of operational changes, incidents or other unplanned developments affecting contract execution;

- contribute to the development of new contracted solutions in support of operations and missions, including market engagement, business-case development, requirements definition and coordination with the relevant EDA support functions;
- ensure accurate, traceable and up-to-date project records and contribute to lessons learned, process improvement, knowledge management and internal coordination across the Contracted Services function;
- ensure timely support to end users and the effective resolution of issues affecting contract performance, including those encountered by service providers, and provide support outside standard working hours when required by operational needs;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to the development of EDA's structure and activities, and the decisions of EDA management.

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (Council Decision (EU) 2016/1352), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.

Therefore, to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

The Rules are available on the EDA website http://www.eda.europa.eu - vacancies.

To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;
- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge (minimum level C1 oral and written) of one official language of one of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages for the performance of their duties.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process.

To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

IMPORTANT: Confirmation of sponsorship is required at the latest by the deadline for applications and in any case before a decision on a candidate selected for secondment is taken by EDA.

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

The candidate will be required to demonstrate that he/she has:

- a university degree (or equivalent academic degree) in a field relevant to the post;
- at least seven (7) years of relevant professional experience;
- proven experience in the management of complex projects and service contracts involving multiple stakeholders in an international or multinational environment;
- proven experience in procurement and contract management, including the preparation of tender specifications or equivalent contractual documentation and the monitoring of contract implementation;
- proven experience in financial management, including budget planning and monitoring, verification of invoices or supporting documents, and financial reporting;
- good understanding of aeromedical evacuation, aviation support services or comparable operational support services, including the challenges associated with service delivery in operational environments;
- good knowledge of the EU security and defence environment, including CSDP and the wider international defence environment, and a good understanding of EDA's role and activities relevant to the post;
- a very good command of written and spoken English, with strong drafting and briefing skills.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with little supervision;
- good communication, coordination and organisational skills;
- strong analytical and problem-solving skills;
- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- hold a recognised project management or contract management qualification;
- professional experience related to AIRMEDEVAC, fixed-wing or rotary-wing aviation services, medical support to operations, or comparable contracted operational services;
- understanding of EDA activities relating to contracted services in support of military and civilian operations and missions, or knowledge of European public procurement rules;
- experience of supporting organisational or process change and of developing new service-delivery solutions.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR SECONDED NATIONAL EXPERTS (SNE) AT EDA

The Project Officer Contracted Services will be appointed by the Chief Executive.

Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period. Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidate will be seconded as AD09/AD10

equivalent.

Applications are invited with a view to establish a reserve list for the post of Project Officer Contracted Services at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE FOR SECONDED NATIONAL EXPERTS (SNE)

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In order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

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EDA 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 tools may be rejected without further consideration at EDA’s sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can

be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Procurement, Support, Industry & Interoperability Directorate (PSII)
Vacancy title	205a - Project Officer Collaborative procurement of equipment and supplies
Contract type	Seconded National Expert
Group	N.A.
Grade	AD9/AD10
Indicative starting date	01/03/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE PROCUREMENT, SUPPORT, INDUSTRY & INTEROPERABILITY DIRECTORATE (PSII)

The Procurement, Support, Industry & Interoperability Directorate (PSII) supports a range of activities critical to collaborative defence capability development in Europe and the strengthening of its EDTIB.

The PSII Directorate supports Member States by conducting collaborative procurement of off-the-shelf defence equipment and services for their benefit. It also supports Member States in addressing the implications of EU legislation and policies for the defence sector, including REACH, Single European Sky (SES), funding instruments, and procurement legislation and policy. It also analyses developments influencing the European defence industry and security of supply. The Directorate is also responsible for activities supporting defence cooperation and interoperability, including airworthiness, standardisation, certification, test and evaluation, and education and training. It also supports CSDP operations, missions and EU Battlegroups.

The PSII Directorate comprises:

- PSII Coordination and Management Office supports Member States in the adoption of new legislation and policies and supports internal coordination within and between the Directorate and the Agency's other directorates;
- Collaborative Defence Procurement Centre (CDPC) manages the collaborative procurement of off-the shelf defence equipment and services for the benefit of Member States and EU operations and missions, and provides procurement management and regulatory expertise to the Agency and Member States;
- Wider EU Policies Support Unit engages industry in the activities of the Agency, performs strategic analyses of the defence industry and supply chains, and monitors the impact of EU policies on the defence sector, ranging from legislation (REACH, single European Sky) to funding instruments;
- Interoperability Support Unit supports defence cooperation and enhances interoperability through the development of harmonised safety and certification requirements, identification of best practice standards, networking of test and evaluation capabilities, and facilitation of common training initiatives.

4. DUTIES

Under the supervision of the Head of the Collaborative Defence Procurement Centre, the jobholder will primary responsibility for the preparation, establishment and implementation of collaborative procurement activities for equipment and supplies, in particular loitering munitions, on behalf of participating EU Member States.

The jobholder will be responsible for/contribute to the following activities:

- manage or support the governance of relevant EDA ad hoc projects or programmes, including meetings, coordination of national positions, monitoring of decisions, risks, schedules, budgets and actions, and preparation of related records and reports;
- coordinate with participating Member States the harmonisation of technical requirements and the preparation, validation and maintenance of common technical specifications, including requirements related to performance, safety, airworthiness, communications, command-and-control integration, interoperability, cybersecurity, training, logistics, maintenance, certification and applicable defence standards;
- support EDA in its role as Contracting Authority and/or Procurement Agent, including market analysis and consultation, procurement planning, preparation of tender documentation, clarification and evaluation activities, contract award and implementation;
- develop, in cooperation with the relevant EDA services, procurement strategies, implementation arrangements, project documentation and decision papers required to launch and govern collaborative procurement activities;

- coordinate contract implementation across participating Member States, including order planning, configuration management, production and delivery monitoring, acceptance, quality assurance, testing, training, in-service support, financial matters and the resolution of contractual or performance issues;
- engage with industry to assess market capacity, supply-chain resilience, technological maturity, production lead times and opportunities for standardisation, while safeguarding equal treatment, transparency, confidentiality and the integrity of procurement procedures;
- identify and manage programme, technical, legal, financial, security, safety, industrial and schedule risks, and propose appropriate mitigation measures and decision options to participating Member States and EDA management;
- seek coherence and synergies with relevant EU, EDA, NATO and national capability-development, industrial and procurement initiatives, including European Commission activities and relevant PESCO projects;
- liaise, as appropriate, with the European External Action Service, EU Military Staff, European Commission, NATO, participating Member States, industry and other relevant institutions, bodies and agencies;
- provide subject-matter advice on loitering munitions, collaborative procurement and related land-based precision-engagement capabilities, and contribute to relevant policy initiatives, conferences and seminars;
- undertake additional tasks as required in the interest of the service.

Duties may evolve according to the development of EDA's structure and activities, and the decisions of EDA management

5. CONDITIONS FOR SECONDMENT

In accordance with the Rules applicable to national experts and military staff on secondment to the European Defence Agency (Council Decision (EU) 2016/1352), Seconded National Experts are seconded to the Agency while remaining in the service of their national employer and continue being paid their national salary by that employer.

Therefore, to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

The Rules are available on the EDA website http://www.eda.europa.eu - vacancies.

To qualify for secondment to the Agency, experts shall:

- have worked for their employer on a permanent or contract basis for at least 12 months before their secondment;
- remain in the service of their employer throughout the period of secondment and continue to be paid by that employer;
- have at least three years' full-time experience in defence, administrative, scientific, technical, operational, advisory or supervisory functions relevant to the performance of the duties assigned to them. Before the secondment, the employer shall supply the Agency with a statement of the expert's employment covering the previous 12 months;
- be nationals of a participating Member State or falling within the provisions of the second paragraph of Article 1 of Council Decision (EU) 2016/1352 of 4 August 2016;
- have a thorough knowledge (minimum level C1 oral and written) of one official language of one of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages for the performance of their duties.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process.

To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

IMPORTANT: Confirmation of sponsorship is required at the latest by the deadline for applications and in any case before a decision on a candidate selected for secondment is taken by EDA.

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

The candidate will be required to demonstrate that he/she has:

- a university degree (or equivalent academic degree) in a field relevant to the post (e.g. Engineering, Defence and Security, etc.);
- at least seven (7) years of relevant professional experience;
- proven experience in the preparation and management of defence procurement/acquisition programmes in a governmental defence organisation and/or an international organisation, including knowledge of the applicable EU regulatory framework, in particular Directive 2009/81/EC;
- proven experience in translating technical requirements, defence standards and specifications into procurement documentation for collaborative procurement/acquisition programmes;
- good knowledge of the defence equipment and armaments market, particularly loitering munitions and related land-based precision-engagement capabilities;
- good understanding of EU institutions, EDA and NATO, their functions and Defence related initiatives, in particular related to Defence Procurement;
- very good command of written and spoken English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;
- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with little supervision;
- good communication, coordination and organisational skills;
- strong analytical and problem-solving skills;
- excellent interpersonal and negotiation skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- hold a recognised project management qualification;
- familiarity with the defence international environment;
- experience of supporting organisational and process change.

7. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency’s interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

8. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR SECONDED NATIONAL EXPERTS (SNE) AT EDA

The Project Officer Collaborative procurement of equipment and supplies will be appointed by the Chief Executive. Secondment will be as a member of the Seconded National Expert staff of the Agency for a three-year period. Renewal is possible within the limits set out in the EDA SNE Rules. The successful candidate will be seconded as AD9/AD10 equivalent. Applications are invited with a view to establish a reserve list for the post of Project Officer Collaborative procurement of equipment and supplies at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a secondment in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of secondment to the Agency.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE FOR SECONDED NATIONAL EXPERTS (SNE)

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline.

In order to be considered in the selection process, candidates for SNE posts must be sponsored by their national authorities. Confirmation is required in the form of a letter of sponsorship addressed to the Agency as far as possible by the closing date for the receipt of applications and in any case before a decision is taken by EDA on the candidate to be selected for a secondment.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. If recruited, you will be requested to supply documentary evidence in support of the statements that you make for this application. Do not send any supporting or supplementary information until you have been asked to do so by the Agency.

Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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.

EDA 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 tools may be rejected without further consideration at EDA’s sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No.

1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Capability, Armament & Planning Directorate (CAP)
Vacancy title	206a - Head of Unit Air & Space Unit
Contract type	Temporary agent
Group	N.A.
Grade	AD11
Indicative starting date	01/02/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE CAPABILITY, ARMAMENT & PLANNING DIRECTORATE (CAP)

The Capability, Armament & Planning Directorate (CAP) supports Member States in collaboratively planning, developing and acquiring defence capabilities that meet their needs as well as EU priorities. This implies supporting Member States in identifying, preparing and supporting the execution of possible cooperation projects and programmes ranging from long term military capability development to short term armament procurement. This includes obtaining agreement on shared needs and related priorities, harmonising capability requirements and conducting capability development preparatory activities across all dimensions of capabilities (concept & doctrine, organisation, training, materiel, leadership and education, personnel, facilities, and interoperability). It also includes aggregating demand towards joint procurement of defence products and services.

The Directorate, together with Member States and with the support of other competent EU institutions and bodies, operates the intergovernmental EU Capability Development Planning System (EU-CDPS) comprising several EU tools. The Capability Development Plan (CDP), managed with the EU Military Committee (EUMC) and EU Military Staff (EUMS) contributions, leads to the identification of Capability Development Priorities agreed at EU level as a reference for all EU initiatives on Defence. The Coordinated Annual Review on Defence (CARD), conducted with the contribution of EUMS, enables the analysis of the "State of the Union on Defence" and to identify opportunities for cooperation. The Permanent Structured Cooperation (PESCO), conducted together with the European External Action Service (EEAS), including EUMS, coordinates the analysis of the annual PESCO National Implementation Plans to assess the participating Member States' fulfilment of the PESCO commitments, assesses Member States' PESCO project proposals and monitors their progress.

Within EU-CDPS, the Directorate engages with Member States' capability planners and experts to implement the EU Capability Development Priorities based on agreed collaborative roadmaps. When preparatory activities enable the identification of a possible cooperation project, the Directorate supports Member States interested in the project by elaborating a business case with them.

The CAP Directorate comprises six units and one Coordination and Strategic Analysis Office. Five units address capability development and armament procurement activities of operational domains associated to EU agreed priorities and one operates the EU-CDPS and related processes and tools:

- Air & Space Domain Unit: Air Combat, Airborne Command and Inform Capabilities, Integrated Air and Missile Defence, Air Transport, Space Operations and Space Services;
- Maritime Domain Unit: Naval Combat and Maritime Interdiction, Underwater and Seabed Warfare, Maritime Domain Awareness;
- Land Domain Unit: Ground Combat Capabilities, Land-Based Precision Engagement, Future Soldier Systems;
- Strategic Enablers & Cyber Unit: Cyber Warfare & Operations, Electro Magnetic Spectrum Operations & Electronic Warfare, Command / Control / Communications / Computers / Information Systems / Surveillance / Target Acquisition & Reconnaissance (C4ISTAR), Special Operation Forces;
- Resilience & Support Unit: Military Mobility, Logistics, CBRN Defence, Critical Infrastructure Protection, Medical Support, Energy;
- Maritime Unit: Naval Combat and Maritime Interdiction, Underwater and Seabed Warfare, Maritime Domain Awareness;
- Cooperation Planning Unit: Management of EU-CDPS, including the conduct of the Capability Development Plan, CARD and PESCO.

Based on this organization, in coordination with other Directorates, CAP supports Member States with concrete proposals for cooperation at levels ranging from the technical to the political, while actively contributing to various capability-related initiatives launched by Member States at EU level, such as the EU Defence Readiness objective and associated Priority Capability Areas.

4. DUTIES

Under the supervision of the Capability, Armament and Planning Director, the Head of Unit Air & Space will be responsible for leading the Agency's capability planning and development and armament acquisition activities in the domains of Air and Space. Specifically, the jobholder will be responsible for managing with his unit and with Member States the collaborative implementation of the EU agreed Capability Development Priorities Air Combat, Airborne Command & Inform Capabilities, Integrated Air & Missile Defence, Air Transport, Space Operations and Space Services. In particular, the jobholder will be responsible for the following activities:

- support the CAP Director in the elaboration of strategic objectives and proposals regarding Air & Space capability planning and development challenges at EU level and regarding the optimisation of the EU related approaches;
- lead and manage the Air & Space Unit, fostering an integrated and collaborative approach across the Unit's areas of responsibility and ensuring effective delivery of objectives, projects and activities;
- maintain a strategic overview of the Air & Space portfolio and ensure coherence across the different pillars / strands of work of the unit, promoting synergies where appropriate;
- provide strategic direction, leadership and guidance to the Unit staff for the implementation of Air & Space EU Capability Development Priorities, including the identification, harmonisation and consolidation of military requirements and collaborative opportunities for addressing these requirements;
- ensure effective resource planning, prioritisation of activities, staff development and a high-performance working environment;
- ensure a transversal and cross-domain approach to the planning and development of Air & Space capabilities, and coordination across all CAP Units, recognising that both Air and Space capabilities are intertwined with other operational domains and key enablers of operational readiness and freedom of action across all military domains;
- contribute to the further development and implementation of the EU Capability Development Planning System (EU-CDPS), including notably the Capability Development Plan (CDP), Coordinated Annual Review on Defence (CARD), Permanent Structured Cooperation (PESCO) and other defence initiatives within the Unit's areas of responsibility;
- supervise and coordinate the management of Capability Planning Groups (CPGs), Capability Expert Groups (CEGs), project arrangements, ad hoc working groups and other collaborative frameworks (such as Priority Capability Areas) related to the Unit's portfolio;
- oversee and coordinate the development of collaborative projects and programmes, including activities related to harmonisation of requirements, aggregation of demand, cooperative development and joint procurement initiatives;
- ensure coordination with other Directorates, in particular for articulating capability development planning with R&T and Innovation activities and for articulating the preparation of acquisition with the EDA Joint Procurement Center;
- interact with Member States, the European External Action Service (EEAS), the European Commission, the EU Military Staff (EUMS), NATO, and other relevant EU institutions, bodies and agencies, industry and research organisations;
- represent the Agency at senior-level meetings, steering boards, conferences, seminars and other relevant fora;
- take on additional tasks as required in the interest of the service.

Duties may evolve according to the development of EDA’s structure and activities, and the decisions of EDA management.

5. ELIGIBILITY CRITERIA

To be considered eligible to take part in this selection procedure, on the closing date for the submission of applications candidates must satisfy all the eligibility criteria as specified below:

- be a national of a Member State participating in the Agency;
- be entitled to their full rights as citizens;

- have fulfilled any obligations imposed on them by the laws concerning military service;
- produce the appropriate character references as to their suitability for the performance of their duties (extract from the “judicial record” or certificate of good conduct will be requested prior to recruitment);
- be physically fit to perform their duties;
- have a thorough knowledge (minimum level C1 oral and written) of one of the languages of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages to the extent necessary to discharge their duties;
- have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of their duties within the Agency;
- hold, or be in a position to obtain, a valid Personnel Security Clearance Certificate (national or EU PSC at SECRET UE/EU SECRET level). Personnel Security Clearance Certificate (PSCC) means a certificate issued by a competent authority establishing that an individual is security cleared and holds a valid national or EU PSC, and which shows the level of EUCI to which that individual may be granted access (SECRET UE/EU SECRET), the date of validity of the relevant PSC and the date of expiry of the certificate itself. Note that the necessary procedure for obtaining a PSCC can be initiated on request of the employer only, and not by the individual candidate;
- have a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years or be a graduate of a national or international Defence College; or where justified in the interests of the service, professional training of an equivalent level.

Only diplomas that have been awarded in EU Member States or that are the subject of equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. In the latter case, the authority authorised to conclude contracts of employment reserves the right to request proof of such equivalence.

For diplomas awarded in non-EU countries, a NARIC recognition is required: https://www.enic-naric.net/

Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition. For diplomas awarded after this date (from 01/01/2021), a NARIC recognition is required.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process. To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

The candidate will be required to demonstrate that he/she has:

- a university degree (or equivalent academic qualification) in a field relevant to the duties of the post, such as defence studies, military sciences, air & space engineering;
- a minimum of fifteen (15) years of experience in the Air or the Space domain acquired in military environment after the award of the qualification required as a condition of eligibility, with an extensive knowledge in one of the capability areas “Air Combat”, “Airborne Command & Inform”, “IAMD”, “Air Transport”, “Space Operations” or “Space Services” and corresponding track records;

- a minimum of 10 years of professional experience in military capability planning / development and /or armament programmes with corresponding track records;
- substantial professional experience in international relations and in international defence organisations;
- demonstrated leadership experience in managerial positions, including strategic planning, resource management, prioritisation of activities and the successful delivery of complex programmes, projects and organisational initiatives;
- a strong understanding of EU defence initiatives, including both from the intergovernmental side (the Capability Development Plan (CDP), CARD, PESCO, …) and the communitarian side (DG DEFIS Instruments) and a very good knowledge of the European Space ecosystem;
- proven experience in high-level stakeholder engagement with Member States, EU institutions, NATO, industry and/or other relevant organisations;
- excellent knowledge of written and spoken English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- excellent leadership and people management skills;
- ability to inspire, lead and develop diverse multidisciplinary teams;
- strategic thinking and the ability to translate complex challenges into actionable objectives;
- strong coordination, negotiation and stakeholder-management skills;
- ability to build productive and cooperative relationships at senior levels;
- strong results-oriented approach and sound judgement;
- flexibility, innovation and openness to change;
- commitment to the Agency's mission, values and objectives;
- excellent communication, presentation and interpersonal skills.

B. Desirable

The following will be considered an advantage:

- a military operational experience in a field relevant to the post;
- a postgraduate qualification in a field relevant to the post;
- a professional experience in NATO relevant to the post;
- hold a (recognised) project management qualification;
- experience in the management and delivery of major multinational defence capability programmes or cooperative projects;
- experience of leading organisational and process change.

7. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR TEMPORARY AGENTS AT EDA

EDA, whose staff are governed by its own Staff Regulations, offers specific conditions of employment with regards to contract duration and pension arrangements.

CONTRACT DURATION

The Head of Unit Air & Space Unit will be appointed by the Chief Executive. Recruitment will be as a member of the temporary staff of the Agency for a 4-year period. Renewal is possible only once for an additional period of 4 years, within the limits set out in the EDA Staff Regulations. The successful candidate will be recruited as Temporary Agent, grade AD11.

In line with EDA's Staff Regulations, the Agency does not offer inter-Agency mobility.

FINANCIAL ENTITLEMENTS

The pay for this position consists of a basic salary of 12 907,41 € supplemented with various allowances including, as applicable, expatriation or family allowances. Successful candidates are graded on entry into service according to the length of their professional experience. Salaries are exempted from national tax, instead an Agency tax is deducted at source.

PENSION ARRANGEMENTS SPECIFIC TO EDA

Prospective staff members considering a career at the European Defence Agency (EDA) should be aware that EDA has its own pension provisions and is not part of the EU institutions' pension scheme (PSEUI).

In addition, EDA staff have several flexible options regarding their pension contributions at the end of their contract, under certain conditions, such as:

- transfer to a public pension scheme;
- transfer to a private pension scheme;
- direct payment as a severance grant.

For further information on working conditions please refer to: https://eda.europa.eu/jobs/what-we-offer

8. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency's interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE

Applications are invited with a view to establish a reserve list for the post of Head of Unit Air & Space Unit at EDA. This list will be valid until 31/12/2028,and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a post in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of employment in the Agency.

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline. Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

When applying, candidates from Ministries of Defence or other governmental entities are encouraged to inform their national administration.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. Candidates may also be requested to take part in an assessment centre, participating in a number of individual and group activities related to the competences required for the post.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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. EDA 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 tools may be rejected without further consideration at EDA's sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

If recruited, candidates will be requested to supply documentary evidence in support of the statements made in their application. They should not send any supporting or supplementary information until asked to do so by the Agency. Candidates are advised that part of the recruitment process includes medical analyses and physical check-up with the Agency's Medical Adviser.

Staff members employed at EDA require a Personnel Security Clearance Certificate (PSCC). The process to obtain a PSCC can be initiated only by EDA on behalf of the staff member. Failure to obtain the requisite security clearance certificate before the expiration of the probationary period may be cause for termination of the contract.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	EDA Policy and Management Office (EPMO)
Vacancy title	208a - Head of Unit in the EDA Policy and Management Office (3 posts)
Contract type	Temporary agent
Group	N.A.
Grade	AD11
Indicative starting date	01/02/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	17/11/2026

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE THE EDA POLICY AND MANAGEMENT OFFICE (EPMO)

The EDA Policy and Management Office (EPMO) works in direct support of the Agency's top management (Chief Executive & Deputy Chief Executive). EPMO comprises three specialized yet closely interlinked units:

- EU Defence Policies Unit is responsible forstrategic policy development: monitoring EU defence policies as well as legislativeinstruments, facilitating Member States' convergence vis-à-vis these initiativesand instruments, and providing direct contributions on request;
- Member States Support and Engagement Unit is the Agency's prime interface at policy level with Member States and third parties;
- Coordination and Management Unit is responsible forthe planning and coordination of EDA's and EPMO's activities and workstrands.It also acts as the secretariat of the Steering Board and that of the AgencyManagement Board.

4. DUTIES

Heads of Unit support the Head of EPMO in advising the Chief Executive and Deputy Chief Executive in the implementation of their functions, notably in strategy and policy development. Under the supervision of the Head of EPMO, and in close cooperation with the operational Directors, Heads of Unit will contribute to the following activities:

- propose and develop strategy and policy positions, define and review EDA priorities and objectives in close cooperation with operational directorates and all EU institutional stakeholders;
- engage with Member States at policy level as well as third parties, including NATO;
- coordinate the development of the Agency’s planning framework, including budgetary aspects; provide final quality assurance of documentation, including outgoing correspondence; and supervise the secretariat of the Steering Board and the Agency Management Board;
- coordinate day-to-day support to top management, including briefings, speaking notes, reports of meetings, and coordinate cross-Directorate thematic files and contribute to the EDA transversal way of working;
- lead and manage the specific/designated functions within EDA Policy and Management Office including planning and organizing resources, the development and improvement of skills and knowledge, setting priorities and objectives, and acting as line manager;
- take on additional tasks as required in the interest of the service.

Duties may evolve depending on the development of EDA activities and decisions of EDA management.

5. ELIGIBILITY CRITERIA

To be considered eligible to take part in this selection procedure, on the closing date for the submission of applications candidates must satisfy all the eligibility criteria as specified below:

- be a national of a Member State participating in the Agency;
- be entitled to their full rights as citizens;
- have fulfilled any obligations imposed on them by the laws concerning military service;
- produce the appropriate character references as to their suitability for the performance of their duties (extract from the “judicial record” or certificate of good conduct will be requested prior to recruitment);
- be physically fit to perform their duties;
- have a thorough knowledge (minimum level C1 oral and written) of one of the languages of the participating Member States and a satisfactory knowledge (minimum level B2 oral and written) of another of these languages to the extent necessary to discharge their duties;
- have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge

of their duties within the Agency;

- hold, or be in a position to obtain, a valid Personnel Security Clearance Certificate (national or EU PSC at SECRET UE/EU SECRET level). Personnel Security Clearance Certificate (PSCC) means a certificate issued by a competent authority establishing that an individual is security cleared and holds a valid national or EU PSC, and which shows the level of EUCI to which that individual may be granted access (SECRET UE/EU SECRET), the date of validity of the relevant PSC and the date of expiry of the certificate itself. Note that the necessary procedure for obtaining a PSCC can be initiated on request of the employer only, and not by the individual candidate;
- have a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years or be a graduate of a national or international Defence College; or where justified in the interests of the service, professional training of an equivalent level.

Only diplomas that have been awarded in EU Member States or that are the subject of equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. In the latter case, the authority authorised to conclude contracts of employment reserves the right to request proof of such equivalence.

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Qualifications/diplomas awarded until 31/12/2020 in the United Kingdom are accepted without further recognition. For diplomas awarded after this date (from 01/01/2021), a NARIC recognition is required.

For native English speakers, your ability to communicate in another EU language will be tested during the selection process. To assess your foreign language levels, see: https://europa.eu/europass/en/common-european-framework-reference-language-skills

6. SELECTION CRITERIA

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

Candidates will be required to demonstrate the following qualifications:

- 10 years of professional experience in defence and security matters;
- extensive experience in political-military matters in the defence international environment;
- a proven track record in a strategy and/or policy department or ministerial cabinet of a national administration; or similar experience in an international organisation;
- very good knowledge of EDA;
- practical management experience;
- excellent oral (e.g. interventions in conferences) and written (e.g. drafting of strategic/conceptual documents, articles, and speaking notes) communication in English;
- a proven track record of delivering successful business outcomes.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- very good leadership and management skills;
- ability to prioritise tasks, coordinate a wide range of activities under pressure, and work under minimal supervision;
- strong motivation, flexibility and results-driven;

- strong conceptual, drafting, and analytical skills;
- ability to take and pursue appropriate initiatives under the general guidance of top management and to promote innovative ideas and concepts;
- strong team-working and networking in an international environment;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- a minimum of 15 years of professional experience acquired after the award of the qualification required as a condition of eligibility;
- direct experience in EU defence, either in the national system or in EU institutions.

7. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR TEMPORARY AGENTS AT EDA

EDA, whose staff are governed by its own Staff Regulations, offers specific conditions of employment with regards to contract duration and pension arrangements.

CONTRACT DURATION

The Head of Unit will be appointed by the Chief Executive. Recruitment will be as a member of the temporary staff of the Agency for a 4-year period. Renewal is possible only once for an additional period of 4 years, within the limits set out in the EDA Staff Regulations. The successful candidate will be recruited as Temporary Agent, grade AD11. In line with EDA's Staff Regulations, the Agency does not offer inter-Agency mobility.

FINANCIAL ENTITLEMENTS

The pay for this position consists of a basic salary of 12 907,41€ supplemented with various allowances including, as applicable, expatriation or family allowances. Successful candidates are graded on entry into service according to the length of their professional experience. Salaries are exempted from national tax, instead an Agency tax is deducted at source.

PENSION ARRANGEMENTS SPECIFIC TO EDA

Prospective staff members considering a career at the European Defence Agency (EDA) should be aware that EDA has its own pension provisions and is not part of the EU institutions' pension scheme (PSEUI).

In addition, EDA staff have several flexible options regarding their pension contributions at the end of their contract, under certain conditions, such as:

- transfer to a public pension scheme;
- transfer to a private pension scheme;
- direct payment as a severance grant.

For further information on working conditions please refer to: https://eda.europa.eu/jobs/what-we-offer

8. INDEPENDENCE AND DECLARATION OF INTEREST

The selected candidate will be required to make a declaration of commitment to act independently in the Agency’s interest and to make a declaration in relation to interests that might be considered prejudicial to their independence.

9. EQUAL OPPORTUNITIES

EDA is an equal opportunities employer and accepts applications without distinction on the grounds of age, race, political, philosophical or religious conviction, sex or sexual orientation and regardless of disabilities, marital status or family situation.

10. APPLICATION PROCEDURE

Applications are invited with a view to establish a reserve list for the post of Head of Unit at EDA. This list will be valid until 31/12/2028,and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a post in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of employment in the Agency.

Candidates must submit their application electronically solely via the EDA website. Applications by any other means (hard copy or ordinary e-mail) will not be accepted. Applications must be submitted no later than midnight. Candidates are reminded that the on-line application system will not accept applications after midnight (Brussels time, GMT+1) on the date of the deadline. Please note that once you have created your EDA profile, any correspondence regarding your application must be sent or received via your EDA profile. For any prior enquiry, please refer to the FAQ (Frequently asked questions) section, or send an e-mail to recruitment@eda.europa.eu.

When applying, candidates from Ministries of Defence or other governmental entities are encouraged to inform their national administration.

A selection panel will be appointed. Please note that the selection panel's internal proceedings are strictly confidential and that any contact with its members is forbidden. Each application will be screened based on the requirements of the job profile stated in the vacancy notice. The most suitable applicants will be called for an interview and a written test. Candidates may also be requested to take part in an assessment centre, participating in a number of individual and group activities related to the competences required for the post.

EDA will not accept any phase of the selection & recruitment process prepared or assisted, 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. EDA 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 tools may be rejected without further consideration at EDA's sole discretion, and EDA reserves the right to take further steps in such cases as appropriate.

If recruited, candidates will be requested to supply documentary evidence in support of the statements made in their application. They should not send any supporting or supplementary information until asked to do so by the Agency. Candidates are advised that part of the recruitment process includes medical analyses and physical check-up with the Agency's Medical Adviser.

Staff members employed at EDA require a Personnel Security Clearance Certificate (PSCC). The process to obtain a PSCC can be initiated only by EDA on behalf of the staff member. Failure to obtain the requisite security clearance certificate before the expiration of the probationary period may be cause for termination of the contract.

11. DATA PROTECTION

Please note that EDA will not return applications to candidates. The personal information EDA requests from candidates will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) 45/2001 and Decision No. 1247/2002/EC.

The purpose of processing personal data which candidates submit is to manage applications in view of possible pre-selection and recruitment at EDA. More information on personal data protection in relation to selection and recruitment can be found on the EDA website: http://www.eda.europa.eu/jobs/dataprotection

EUROPEAN DEFENCE AGENCY
(EDA)

Vacancy notice

Directorate	Procurement, Support, Industry & Interoperability Directorate (PSII)
Vacancy title	209a - Project Officer Communication and Information Systems (CIS) Support to Operations
Contract type	Temporary agent
Group	N.A.
Grade	AD8
Indicative starting date	01/02/2027
Security Clearance	SECRET UE/EU SECRET
Management of staff	N.A.
Location	Brussels
Closing date for applications	17/11/2026

The selection of candidates will follow the EDA Staff Recruitment Procedure. Candidates must apply for this post via the EDA website http://www.eda.europa.eu - vacancies. Please note that to make an EDA on - line application you will need to create your EDA profile using a valid e - mail address and a password.

1. BACKGROUND

The European Defence Agency (EDA) was established on 12 July 2004, and is governed by Council Decision (CFSP) 2015/1835 defining the statute, seat and operational rules of the European Defence Agency. The Agency has its headquarters in Brussels.

The main task of EDA is to support the Council and the Member States in their effort to improve the Union's defence capabilities in the field of crisis management and to sustain the Common Security and Defence Policy (CSDP) as it currently stands and as it develops in the future.

The Agency is structured into four directorates. The Corporate Services Directorate (CSD) and three operational directorates: Capability, Armament & Planning (CAP); Procurement, Support, Industry & Interoperability (PSII); Research, Technology & Innovation (RTI).

2. THE AGENCY'S WAY OF WORKING

The Agency is an “outward-facing” organisation, constantly interacting with its shareholders, the Member States, as well as with a wide range of stakeholders. It works in an integrated way, with multi-disciplinary teams representing all of the Agency’s functional areas, to realise its objectives. Its business processes are flexible and oriented towards achieving results. Staff at all levels need to demonstrate the corresponding qualities of commitment, flexibility, innovation, and team-working; to work effectively with shareholders and stakeholder groups, formal and informal; and to operate without the need for detailed direction.

3. THE PROCUREMENT, SUPPORT, INDUSTRY & INTEROPERABILITY DIRECTORATE (PSII)

The Procurement, Support, Industry & Interoperability Directorate (PSII) supports a range of activities critical to collaborative defence capability development in Europe and the strengthening of its EDTIB.

The PSII Directorate supports Member States by conducting collaborative procurement of off-the-shelf defence equipment and services for their benefit. It also supports Member States in addressing the implications of EU legislation and policies for the defence sector, including REACH, Single European Sky (SES), funding instruments, and procurement legislation and policy. It also analyses developments influencing the European defence industry and security of supply. The Directorate is also responsible for activities supporting defence cooperation and interoperability, including airworthiness, standardisation, certification, test and evaluation, and education and training. It also supports CSDP operations, missions and EU Battlegroups.

The PSII Directorate comprises:

- PSII Coordination and Management Office supports Member States in the adoption of new legislation and policies and supports internal coordination within and between the Directorate and the Agency's other directorates;
- Collaborative Defence Procurement Centre (CDPC) manages the collaborative procurement of off-the shelf defence equipment and services for the benefit of Member States and EU operations and missions, and provides procurement management and regulatory expertise to the Agency and Member States;
- Wider EU Policies Support Unit engages industry in the activities of the Agency, performs strategic analyses of the defence industry and supply chains, and monitors the impact of EU policies on the defence sector, ranging from legislation (REACH, single European Sky) to funding instruments;
- Interoperability Support Unit supports defence cooperation and enhances interoperability through the development of harmonised safety and certification requirements, identification of best practice standards, networking of test and evaluation capabilities, and facilitation of common training initiatives.

4. DUTIES

Under the supervision of the Head of Sector for Contracted Services, and in the framework of the EU SatCom Market (ESM) project, the jobholderwill, be responsible for / contribute to the following activities:

ESM CIS service portfolio, project and contract management

- manage the ESM CIS service portfolio throughout its lifecycle, from the identification and validation of user requirements to procurement, delivery, acceptance, invoicing, payment and administrative closure;
- act as responsible Project Officer for the management and evolution of Framework Contracts (FWCs) and related specific contracts under the Joint Procurement Arrangement (JPA), ensuring alignment with user needs and applicable EDA procedures;
- prepare and coordinate procurement activities, including tender documentation, change requests, clarification exchanges and tender evaluation, and support the development of future contractual arrangements whilst ensuring compliance with EDAs legal framework;
- manage contractual and budgetary activities, including financial contributions, invoicing, payments, available balances and forecast expenditure, in compliance with applicable JPA provisions, contractual conditions, EDA financial and procurement rules, security requirements and internal governance processes;
- monitor contractor performance, deliverables, service levels, milestones and risks, and ensure timely follow-up of deviations, corrective actions and contractual issues;

- maintain an up-to-date overview of the ESM CIS portfolio, including operational priorities, financial status, contractual milestones, dependencies, risks and performance indicators, and provide appropriate reporting and documentation, recommendations and auditable project records.

Contributing members and stakeholder coordination

- act as a principal point of contact for contributing members and collect, analyse and consolidate their operational and capability requirements, translating them into service specifications, engineering activities and procurement actions;
- strengthen engagement with contributing members and promote wider participation by identifying common requirements, service gaps and opportunities for collaborative procurement;
- prepare and coordinate meetings with contributing members, contractors, EU stakeholders and other relevant actors, including decision records and systematic follow-up of agreed actions;
- liaise, as appropriate, with relevant Council of the European Union preparatory bodies, the European External Action Service, EU institutions and agencies, CSDP structures, missions and operations, service providers and other relevant stakeholders;
- coordinate within EDA with Legal, Procurement, Finance, Security, IT, Media and Communications and other relevant services concerning the management and evolution of the CIS portfolio.

Service development, uptake and continuous improvement

- develop outreach and promotion activities to increase the visibility, relevance and uptake of ESM CIS services among CSDP missions and operations;
- identify opportunities to expand the CIS service portfolio and introduce additional capabilities in response to evolving operational, security and technological requirements;
- capture lessons identified and lessons learned and use them to improve service delivery, contractual arrangements and future procurement planning;
- prepare briefings, guidance, presentations and other material supporting the use of available services by operational users and decision-makers.

Duties may evolve according to the development of EDA's structure and activities, and the decisions of EDA management.

5. ELIGIBILITY CRITERIA

To be considered eligible to take part in this selection procedure, on the closing date for the submission of applications candidates must satisfy all the eligibility criteria as specified below:

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- have no personal interest (financial, family relationship, or other) which could be in conflict with disinterested discharge of their duties within the Agency;
- hold, or be in a position to obtain, a valid Personnel Security Clearance Certificate (national or EU PSC at SECRET UE/EU SECRET level). Personnel Security Clearance Certificate (PSCC) means a certificate issued by a competent

authority establishing that an individual is security cleared and holds a valid national or EU PSC, and which shows the level of EUCI to which that individual may be granted access (SECRET UE/EU SECRET), the date of validity of the relevant PSC and the date of expiry of the certificate itself. Note that the necessary procedure for obtaining a PSCC can be initiated on request of the employer only, and not by the individual candidate;

- have a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more, or a level of education which corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years or be a graduate of a national or international Defence College; or where justified in the interests of the service, professional training of an equivalent level.

Only diplomas that have been awarded in EU Member States or that are the subject of equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. In the latter case, the authority authorised to conclude contracts of employment reserves the right to request proof of such equivalence.

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6. SELECTION CRITERIA

A. Essential

Only applications meeting all essential selection criteria will be assessed.

(1) Professional

The candidate will be required to demonstrate that he/she has:

- a university degree (or equivalent academic degree) in a field relevant to the post such as Communication and Information Systems (CIS) degree, Information Technology degree, Electrical Engineering degree, Software Engineering degree, Mechatronic degree etc.;
- at least six (6) years of relevant professional experience, acquired after the award of the minimum qualification required as a condition of eligibility;
- proven experience in project/programme management in an international organisation or a large-scale public sector organisation;
- proven experience in procurement and contract management, including the preparation and management of procurement or contractual documentation and the monitoring of contractor performance;
- good knowledge of the SatCom and CIS services market, including relevant technologies, service-provider capabilities and operational service-delivery models;
- good knowledge of the EU CSDP environment, including the CIS support requirements of CSDP missions and operations, and of EDA’s role and activities relevant to the area of responsibility;
- a very good command of written and oral English.

(2) Personal

All staff must be able to fit into the Agency's way of working (see para. 2). Other attributes important for this post include:

- ability to work in a team and independently in his/her area of responsibility;

- ability to work effectively in a multinational environment;
- reliability and capacity to work under pressure with limited supervision;
- good communication, coordination and organisational skills;
- strong analytical and problem-solving skills;
- results-orientation and strong motivation;
- flexibility and innovativeness;
- genuine commitment to the Agency's objectives.

B. Desirable

The following will be considered an advantage:

- experience of supporting organisational and process change;
- hold a (recognised) project / programme management qualification (e.g. Project Management Professional certificate (PMP).

7. APPOINTMENT AND CONDITIONS OF EMPLOYMENT FOR TEMPORARY AGENTS AT EDA

EDA, whose staff are governed by its own Staff Regulations, offers specific conditions of employment with regards to contract duration and pension arrangements.

CONTRACT DURATION

The Project Officer Communication and Information Systems (CIS) Support to Operations will be appointed by the Chief Executive. Recruitment will be as a member of the temporary staff of the Agency for a 4-year period. Renewal is possible only once for an additional period of 4 years, within the limits set out in the EDA Staff Regulations. The successful candidate will be recruited as Temporary Agent, grade AD8. In line with EDA's Staff Regulations, the Agency does not offer inter-Agency mobility.

FINANCIAL ENTITLEMENTS

The pay for this position consists of a basic salary of 8.911,48€ supplemented with various allowances including, as applicable, expatriation or family allowances. Successful candidates are graded on entry into service according to the length of their professional experience. Salaries are exempted from national tax, instead an Agency tax is deducted at source.

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Applications are invited with a view to establish a reserve list for the post of Project Officer Communication and Information Systems (CIS) Support to Operations at EDA. This list will be valid until 31/12/2028, and may be extended by decision of the Chief Executive. During the validity of the reserve list, successful candidates may be offered a post in EDA according to their competences in relation to the specific requirements of the vacant post. Inclusion on the reserve list does not imply any entitlement of employment in the Agency.

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