

EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Finance, Controlling and Information Technology

The European Space Agency is an equal opportunity employer
and encourages applications from women

POST Head of the Finance, Planning and Controlling Department in the Directorate of ESA Finance, Controlling and Information Technology.

This post is classified A6 of the Coordinated Organisations' salary scale.

LOCATION ESA Headquarters, Paris (France) or ESTEC, Noordwijk (The Netherlands).

DUTIES Under the direct authority of the Director of Finance, Controlling and Information Technology, the Head of the Finance, Planning, and Controlling Department is responsible for the definition and implementation of the Agency's policy in financial and accounting matters and for provision of financial planning, controlling and decision making support in the framework of the ESA matrix organisation. The Head of Department also contributes to the overall management of the Directorate and the achievement of its objectives.

The Head of the Finance, Planning and Controlling Department is responsible for ensuring:

- the management of the Agency's financial resources in accordance with the Convention and its Annexes, the relevant Council Resolutions, the Financial Regulations as well as the Director General's instructions;
- the controlling, monitoring and reporting at the corporate level on the implementation of the Agency's programmes and activities in support of informed decision making;
- the controlling the implementation of the activities within the set corporate policies and agreed financial and workforce plans in the Directorates, through the Senior Financial Controllers;
- the management of the Agency's income, treasury and budgets;
- the coordination of the financial frameworks for activity domains organised at the corporate or inter-Directorate level;
- the interface with Member States on all financial matters;
- corporate processes integration programme management (SAP-based ESA-P and related applications).

QUALIFICATIONS

Applicants for this post should have a university degree or an equivalent qualification in an appropriate discipline together with extensive experience of finance and controlling in industrial, technical, scientific or international organisations.

Candidates must demonstrate excellent knowledge of budgeting and finance, cost and schedule management, as well as analytical, negotiation, communication and coordination skills. Familiarity with the programmatic and legal framework of ESA programmes is a distinct asset. Familiarity with IPSAS accounting standards, SAP platform and applications is an asset. Strong conceptual, analytical, interpersonal and communication skills are required.

The working languages of the Agency are English and French. A good knowledge of one of these languages is required together with a working knowledge of the other language. Knowledge of another member state language is an asset.

CLOSING DATE

The closing date for applications is **13 December 2013**.

Applications from external candidates for this post should preferably be made [on-line](#) at the ESA Web Site (www.esa.int/careers). Those unable to apply on-line should submit their CV to the Head of the Human Resources Department, ESA, 8-10 rue Mario-Nikis, 75738 Paris, Cedex 15 (France).

ESA staff members wishing to apply for this post should fill in the [Internal Application Form](#) and email it to [Apply2HQ](#).

Please note that applicants may be required to undergo aptitude testing, including recognised psychometric testing as well as problem solving and decision-making exercises.

Under ESA Regulations, the age limit of recruitment is 55. However, given the special requirements of the post applications by persons above that age may be considered provided they demonstrate exceptional professional experience in the fields covered by the vacancy notice. Please note that applications are only considered from nationals of one of the following States: Austria, Belgium, the Czech Republic, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, the United Kingdom and Canada.

In accordance with the European Space Agency's security procedures and as part of the selection process, successful candidates will be required to undergo basic screening before appointment.