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## **EUROPEAN SPACE AGENCY**

### **Vacancy in the Directorate of Industry Procurement and Legal Services**

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

- POST** Head of the Industrial Policy and Auditing Department, Directorate of Industry Procurement and Legal Services.
- This post is classified A6 on the Coordinated Organisations' salary scale.
- LOCATION** ESA Headquarters, Paris (France).
- DUTIES** Under the direct authority of the Director of Industry, Procurement and Legal Services, the Head of the Industrial Policy and Auditing Department is responsible for:
- fostering dialogue between ESA and industry;
  - defining and ensuring a coherent and efficient implementation of the Agency's industrial policy in all programmes and activities;
  - managing the Agency's initiatives towards small and medium-sized enterprises (SMEs);
  - defining the geographical return policy of the Agency and implementing the proactive management of geographical return matters in cooperation with the Procurement Department and with all Programme Directorates and in accordance with the Council decisions adopted in application of the Convention;
  - preparing and conducting the interim and formal reviews of the geographical distribution of contracts, in application of Annex V to the Convention;
  - interacting with Member States on aspects relevant to industrial and Industrial Policy Committee (IPC)-related matters;
  - developing and implementing cost audit policies and performing audits of industrial costs and of nationality of firms;
  - interacting with non-Member States and European institutions, and notably the European Union (EU), on aspects relevant to industrial policy in coordination with the EU Relations Office and in exchange with the Director General's Cabinet;
  - conducting socio-economic studies;

- defining and implementing the Agency's policy and initiatives towards new Member States and Cooperating States in cooperation with all programme directorates and the Director General's Cabinet.
- providing the Secretariats for the Adjudication Committee (AC) and the IPC.

## QUALIFICATIONS

Applicants for this post should have a Master's degree or equivalent qualification in engineering, economics, political science or social sciences, together with extensive experience in space programme management. An understanding of industrial and procurement policies, as well as demonstrated leadership, excellent communication and analytical skills are a pre-requisite.

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 **08 September 2014**.

Applications from external candidates for this post should preferably be made [online](#) from the ESA website ([www.esa.int/careers](http://www.esa.int/careers)). Those unable to apply online should submit their CV to 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.

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**Under ESA Regulations, the age limit for recruitment is 55. However, given the special requirements of the post, applications by persons above that age may be considered provided that 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.**