

POST REQUIREMENTS FORM

Post Title Programme Manager AIS
Reference Number A5-DSA-NIP-1547-12-BEL
NATO Grade A5
Name

Dear Applicant,

This form has been specifically designed to aid the NC3A Recruitment Office in assessing whether or not you meet the essential and desirable qualification requirements of the aforementioned post as advertised.

If you are applying for more than one vacant post listed in separate advertisements, it will be necessary for you to complete a separate form for each vacancy.

This form consists of 2 parts – Essential and Desirable Qualifications. Under column B, please provide factual information stating how you meet the respective essential and desirable criteria.

For more information about this post you are kindly advised to refer to the official advertisement available at our website (<https://www.nc3a.nato.int/Opportunities/Pages/Vacancies.aspx>).

This form is to be completed electronically or in clearly legible handwriting and is to be returned to the NC3A Recruitment Office (recruitment@nc3a.nato.int), together with duly completed NC3A Application Form.

Expressions such as: please see attachment, annex, enclosed document, CV, etc., are not acceptable.

PART 1 ESSENTIAL QUALIFICATIONS

A	B
Essential Qualifications of Post	Corresponding Qualifications of Applicant
Education/Training	
A university degree in a relevant scientific or engineering discipline equivalent to a Master's. Exceptionally, the lack of a Master's degree may be compensated by a lower academic qualification combined with the demonstration of particular abilities or experience of relevance to this post	
Professional Experience	
At least 10 years relevant experience, including	
Military operational (preferably joint and/or CIS) experience together with recent NATO experience in command functions or in equivalent positions in one of the NATO Agencies with direct exposure to NATO Military Operations as main element of the job, including recurring presence in operational theatres	

<p>Experience in the development, implementation or management of Command and Control Information systems, Military Management Systems, Information systems or Communication systems</p>	
<p>Proven management ability gained in a senior staff function in a national or international defence organization</p>	
<p>Practical experience in C3 planning in a military or defence organization</p>	
<p>Ability to direct and guide tasks taking into account NATO/national policies, programmes goals and priorities, funding and other planning constraints</p>	
<p>Practical experience with urgent procurements in a NATO or National environment</p>	
<p>Knowledge of NATO NSIP Programme and key NATO commands' and organizations</p>	
<p>Recent experience in developing strategic vision, programme implementation strategy and related individual goal and objectives</p>	

Project and portfolio management experience	
Proven leadership of teams and management of staff;	

PART 2
DESIRABLE QUALIFICATIONS

Desirable Qualifications of Post	Corresponding Qualifications of Applicant
Education/Training	
Relevant post-graduate qualifications	
Formal qualifications/certification in project management, preferably PRINCE2	
Formal qualification in management	
Professional Experience	
Experience working in NATO's committee structure; Conversant with NATO CIS policies and procedures; Knowledge of the NATO Infrastructure Process	

"I understand that the information provided by me above will be used in determining my qualifications for possible employment with the NATO C3 Agency. I realize that any false statement or omission even if unintended on my part, may lead to the cancellation of my application or may render a future appointment liable to termination."

Full Name (in Print)

(Date)