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Senior Military Advisor to the Executive Director

Please apply by 18/06/2021 at 23:55 hrs CET (Cologne time)

Vacancy notice ref: EASA/AD/2021/001

The Organisational Context

Aviation is a global industry which is undergoing a profound transformation driven by technological advances, heightened international competition and digitalisation as well as the demands and opportunities of environmental protection needs.

The **European Union Aviation Safety Agency (EASA)** is a dedicated, specialised agency created to deliver the EU's ambition of ensuring that European citizens enjoy the highest common level of aviation safety and environmental protection. EASA has specific regulatory responsibilities and executive tasks in the area of aviation safety and delivers certification services to the aviation industry.

In EASA's organisational model, the **Executive Directorate's** role is to design, develop and implement strategic plans and programmes for the Agency in a manner that is both cost and time-efficient. The Executive Directorate is also responsible for the day-to-day operation of the organization, which includes managing committees and staff as well as developing business plans in collaboration with the EASA Management Board.

A dedicated team assists the Executive Director in the general management and functioning of the Agency, including functions requiring independency vis-à-vis all other Departments in the Agency. It is responsible for the following processes: Communication, Legal & Procurement, Internal Audit Assurance, Transformation Office, Air Traffic Management and Drones.

For EASA, the **cooperation between civil and military in the domain of aviation safety** is becoming increasingly relevant. In that context, the Agency aims to implement an efficient and sustainable organisation structure and integration function for civil derivatives and dual-use aircraft. Moreover, EASA promotes an effective support to military and defence industry applicants to ensure adequate and prioritized technical advice for appropriate airworthiness and safety solutions. At last, the Agency consolidates and enriches its Safety Intelligence & Performance system integrating military and state aircraft occurrences reporting for civil derivative aircraft and dual-use platforms.

A **Senior Military Advisor to the Executive Director** coordinates all topics related to civil military cooperation, with a particular focus on increased partnership between the Agency and Military Authorities on airworthiness issues.

We are an equal opportunities employer, committed to diversity and non-discrimination. To further enhance the diversity of its workforce, the Agency particularly encourages applications from female candidates.

For more information about the Agency please consult our [website](#).



Your accountabilities

As Senior Military Advisor to the Executive Director, you will act as the liaison between the Agency and the military entities in the different domains related to airworthiness and flight safety (certification processes, continuous and continued airworthiness, rulemaking, research, support to relevant investigations and security in design). You will report directly to the EASA Executive Director.

Your main accountabilities will be to:

- Act as the focal point of the Agency for all matters related to coordination and cooperation with state aviation and military entities (e.g. airworthiness, production, maintenance, drones, safety, security...), such as the European Commission, European Defence Agency, the EU Military Committee, NATO headquarters and its agencies, national military Aviation Authorities and procurement agencies, OCCAR;
- Develop and maintain a relationship and partnership strategy for the Agency on cooperation with the different state aviation and military stakeholders including industry;
- Advise the EASA Executive Director and Senior Management on airworthiness and safety issues having interfaces with state and military aviation;
- Represent, when relevant to airworthiness and aviation safety/security, the Agency in Defence and state aviation related forums;
- Support and coordinate the various Agency departments for airworthiness purposes related to state and military aircraft.

Your Skills and Competencies

Are you interested to contribute to our mission? Then make sure you meet the eligibility criteria listed in the [Annex](#) and see below what it takes to accomplish the role.

Essential criteria:

- Education and/or training in Aeronautics, preferably as an engineer or a flight crew member, or other relevant subjects giving a similar background demonstrating the ability to work in the function;
- Rank NATO equivalent of OF-6 or above;
- The professional experience required under the Annex, must have been acquired for a period of 8 years in the domain of state and/or military aviation airworthiness;
- In the context of the Defence career, at least 5 years must have been acquired working either in multinational entities or in cooperation with them;
- Very good command of both written and spoken English¹.

Advantageous criteria:

- Professional experience within a Military Aviation Authority or another military aviation oversight entity;
- Knowledge of the EU legal framework, EU institutions and the related decision making processes;
- Working experience in the domain of aviation safety and security intelligence;
- Knowledge of civil aviation airworthiness and flight safety;
- Professional and technical expertise within drones airworthiness certification and flight safety domains.

Behavioural competencies:

- **Critical Thinking:** Ability to evaluate information with accuracy and objectivity. Use and synthesise data from a variety of sources appropriately, and apply this according to different requirements;
- **Problem Solving:** Anticipate, investigate and analyse issues in a structured, accurate and objective way; Generate, evaluate and propose justified conclusions based on a variety of data and after thorough analysis of all pros and cons;
- **Safety Awareness:** Ability to identify, assess, mitigate and monitor risks and focus on safety;
- **Compliance:** Familiar with and acts in line with pre-defined processes and procedures;
- **Quality Orientation:** Commitment to ensure high standard of delivery in terms of reliability, accuracy and consistency;
- **Adaptability:** Capacity to adapt quickly to new or changing situations.

¹ English skills will be assessed during the interview.

What we offer

The EASA environment

- Opportunity to contribute to the European Union's ambitions and the development of European Aviation Safety in particular;
- Dynamic multinational work environment, building on staff diversity and competencies as a core asset and;
- Modern Human Resources management environment and access to a variety of multicultural education facilities.

Contract and Benefits

- Contract of 5 years, as a Temporary Agent of the European Union with the possibility of extension (grade AD 10);
- Minimum monthly basic gross salary of 9.117,48 EUR;
- Salary exempted from national tax on revenue in the EU, but subject to taxation at source for the benefit of the EU budget;
- Additional specific allowances (e.g. expatriation, household, dependent child, installation) depending on the individual's family situation and the place of origin;
- Flexible work arrangements (such as part-time work, flexible working hours, teleworking);
- Annual and specific leave entitlements;
- EU Joint Sickness and Unemployment Insurance Scheme; and
- EU Civil Service Pension rights after 10 years of service.

Life in Cologne, Germany

- Life in the vibrant and multicultural city of Cologne, fourth largest city in Germany, with easy access to other European hubs thanks to its excellent transport connections.

For further information, please consult [Working for us](#) ².

² <http://www.easa.europa.eu/system/files/dfu/Working-for-us.pdf>

How to apply

You must apply on-line using the [eRecruitment Tool](#)³ ensuring that you submit:

- The completed electronic EASA application form; and
- A motivation letter of no more than one page, explaining why you are interested in the post and what your added value to the Agency would be, if selected.

We strongly encourage you to provide sufficient information to enable us to evaluate your eligibility and suitability for the specific position. We recommend that you refer to the Skills and Competencies part and the Job Content to demonstrate how you meet the requirements.

Failure to submit a complete set of documents might result in exclusion from the selection process.

If you are invited to the assessment phase, you will be required to provide all original supporting documentation evidencing the information given in the application form⁴.

Selection process

Screening of applications

If you meet all the [Eligibility Criteria](#), your application will be further assessed by an appointed Selection Board. Please note that if you do not fulfil one or more of the Essential Criteria, your application will be excluded from the selection process. The Selection Board will draw up a list of the most suitable candidates to be invited to further assessment steps.

Assessment Phase

In this phase, you will be assessed against the specific skills and behavioural competencies needed for the successful performance of the role.

This phase will include:

- Structured interview(s);
- Competency tests (related to the requirements of the post)⁵.

At any time of the selection process, you may be invited to undergo additional computer-based assessments and/or to submit a video application/ interview.

³ <https://erecruitment.easa.europa.eu/default.aspx>

⁴ For further details on the Agency's recruitment procedure, please consult [Recruitment Procedure](#) and the [eRecruitment Application Guide](#) on our website.

⁵ This test will be assessed in an anonymous way.

Closure of the selection

Upon closure of the assessment phase, the Agency will establish a reserve list of suitable candidates. To be included in the reserve list, you will need to have received at least 65% of the maximum points in the assessment phase.

Depending on the needs of the Agency, the established reserve list may be used for recruitment of the same or similar vacant position at the same grade. Please note that inclusion in the reserve list does not guarantee recruitment.

The reserve list for this position is valid until **31/12/2023** and might be extended prior to its expiration.

For further details on the status of our published vacancies and open reserve lists, please check the [EASA website](#).

Annex

Eligibility Criteria

according to the grade of this position and the Conditions of Employment of Other Servants

- Relevant professional experience of at least 12 years acquired after the award of a relevant University diploma (with an official duration of studies of at least 4 years)

OR

Relevant professional experience of at least 13 years acquired after the award of a relevant University diploma (with an official duration of studies of at least 3 years)

OR

In the absence of relevant University degree diploma, equivalent and relevant professional training and subsequent relevant professional experience might be exceptionally considered according to the following table:

Duration of the professional training	Professional experience
Less than 1 year	19 years
At least 1 year but less than 2	18 years
At least 2 years but less than 3	17 years
3 years or more	16 years

- Thorough knowledge of one of the languages of the European Union and a satisfactory knowledge of another language of the EU to the extent necessary for the performance of the duties;
- Be a national of a Member State of the European Union, Iceland, Liechtenstein, Norway or Switzerland;
- Be entitled to the full rights as a citizen;
- Have fulfilled any obligations imposed by the applicable laws on military service;
- Meet the character requirements for the duties involved⁶;
- Be physically fit to perform the duties linked to the post⁷.

⁶ If successful, you will be asked to provide –prior to recruitment– a police certificate confirming the absence of any criminal record.

⁷ Prior to recruitment, you shall be examined in a medical centre indicated by EASA in order to confirm that the requirements of Article 12 (2) (d) of the Conditions of Employment of Other Servants of the EU are met.

Commitment

Declaration of commitment to serve public interest independently:

In accordance with Article 11(3) of the Staff Regulations of Officials, and Article 11(1) of the Conditions of Employment of other Servants of the EU (CEOS), before recruiting a staff member “the appointing authority shall examine whether the candidate has any personal interest such as to impair his independence or any other conflict of interest. To that end, the candidate, using a specific form, shall inform the appointing authority of any actual or potential conflict of interest.”

Data Protection

Regulation (EU) 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) No 45/2001 and Decision No 1247/2002/EC.

The purpose of the personal data processing is to evaluate the candidates’ ability to perform the functions of the post for which a selection and recruitment procedure has been organised in order to select the best candidate for the position, in compliance with the requirements of the CEOS, implementing rules and vacancy notice.

More information on personal data protection in relation to selection and recruitment can be found on the [EASA website](https://www.easa.europa.eu/data-protection)⁸.

Appeal Procedure

Should you consider that your interests have been prejudiced by any decision related to the selection procedure you can lodge an administrative complaint, a judicial appeal or a complaint to the European Ombudsman. You can find more information on the appeal procedure in the [Recruitment Procedure](#)⁹ document on our website.

⁸ <https://www.easa.europa.eu/data-protection>

⁹ [Recruitment Procedure.pdf \(europa.eu\)](#)