



## STATEMENT OF WORK FOR CONSULTANCY SUPPORT

### GENERAL AND COOPERATIVE SERVICES PROGRAMME OFFICE, Maritime Eng. & Techn. Services Section

Consultant – Senior Advisor Naval Architecture

CLT No. CO26136

*Expertise level* | | *Duration*<sup>1</sup> 9 Months | *Duty Location* Capellen, LUX<sup>2</sup>

#### BACKGROUND

This consultancy support is initiated due to the increasing number of requirements coming to the Maritime Engineering and Technical Support Section emanating from the Maritime Logistics Support Partnership members that require specific areas of advice and cannot be supported with the existing NSPA staff availability. These requirements could only be satisfied in an expeditious manner with executive-level naval architecture skills to assist in complex vessel design issues.

**The consultant serves in an advisory and/or technical capacity for work not provided for by the establishment approved for the Agency.**

#### SUMMARY

The consultant is responsible to the Chief of the Maritime Branch for providing naval architecture advisory services for strategic-level and engineering projects, including but not limited to expertise such as vessel design and acquisition for rigid-hulled inflatable boats, uncrewed underwater and surface vehicles, classed vessels, warships and submarines.

#### MAIN DELIVERABLES/SCOPE OF WORK

- Undertaking technical investigations and documentation research required for the preparation and finalization of the Statements of Work (SOWs) for the above-mentioned projects, and supporting analyses.
- Assisting the Branch Chief in technical evaluations, acceptance testing, and providing input necessary for the finalization of contracts.
- Maintaining close liaison with the concerned parties for the coordination of activities involving national elements and contractor(s)
- Advising and Assisting in project management functions for designated projects, including time and resource planning aspects, as well as administrative control and technical direction of the overall project or maintenance activity, including contractual services and facility operations.
- Attending meetings as directed.
- Performing TDY visits with contractor(s), customers, and other locations as necessary, as directed.
- Preparing correspondence, reports, database queries and statistics as required, using modern office automation equipment and software.
- In the event of crisis or war the incumbent will, subject to the agreement of his/her national authorities, remain in the service of the Agency.

#### ESSENTIAL QUALIFICATIONS AND EXPERIENCE

- University degree in Naval Architecture
- National Professional Engineering License or equivalent
- At least 10 years' experience in working with shipyards, classification societies or other

<sup>1</sup> Shall not normally exceed a period of 3 consecutive months and shall under no circumstance exceed 12 consecutive months.

<sup>2</sup> Precise duty location will be specified in the contract.

marine/naval engineering organizations, for the development and managing of marine/naval projects (warships or other vessels, and their embarked systems), including requirements development, systems engineering activities, design, acquisition, maintenance, configuration control and capability upgrades.

- Proficiency in writing technical documents and correspondence in the English language
- Knowledge of information systems with experience in using personal computers and software packages.
- Good knowledge of one of the two official NATO languages and adequate knowledge of the other.
- A "NATO SECRET" security clearance.

#### **LANGUAGE QUALIFICATIONS (e.g. select as appropriate or modify as required)**

- NATO's two official languages are English and French. The work of this consultancy is mainly conducted in English, therefore fluency in that language is essential.

#### **PERSONAL CHARACTERISTICS**

- All personnel working for NSPA are expected to conduct themselves in accordance with the current NATO Code of Conduct agreed by the North Atlantic Council (NAC), and thus display the core values of integrity, impartiality, loyalty, accountability, and professionalism.