



STATEMENT OF WORK FOR CONSULTANCY SUPPORT

Fixed Wing Aircraft (FWA) Support Partnership (SP) – Lifecycle Management Directorate

Consultant - Technical Expert, Fixed Wing Aircraft

CLT No. CO26130

<i>Expertise level</i>	III		<i>Duration</i> ¹	12 Months		<i>Duty Location</i>	Capellen, Luxembourg, Teleworking or any other deployed location as operationally required
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BACKGROUND

The Fixed Wing Aircraft (FWA) Support Partnership (SP) was established in accordance with the NATO Support and Procurement Organisation (NSPO) Charter to achieve efficient and economical logistics support for aviation platforms and their associated equipment during all stages of the equipment life cycle.

The consultant will serve in an advisory and technical capacity in the FWA related area of aircraft parts supply, assisting the FWA SP in improving processes, performance, transparency, and governance.

SUMMARY

The consultant will be assigned to the FWA Chief of Section or other delegated NSPA representatives. More precisely, he/she is responsible for carrying out the following tasks and functions:

MAIN DELIVERABLES/SCOPE OF WORK

- Demand planning and alignment between operational needs, and procurement.
- Define and implement portfolio management practices (status management, prioritization, consolidation, risk classification).
- Design and implement effective status-tracking tools and dashboards (e.g. delivery status, backlog, supplier performance).
- Improve visibility of progress, risks, and bottlenecks for management and stakeholders.
- Establish key performance indicators (KPIs) for supply activities.
- Review supplier management practices and contribute to improvement of supplier performance monitoring.
- Standardization of documents.
- Analyse existing procurement and supply processes end-to-end (from requirement definition to delivery).
- Identify inefficiencies, gaps, compliance risks, and root causes of delays or cost overruns.
- Propose and support implementation of optimized processes, workflows, and governance structures.
- Ensure recommendations and improvements are compliant with public procurement regulations and internal policies.

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

- Contribute to clarification of roles and responsibilities across procurement, technical, and operational teams.
- Support the management of aviation logistics related contracts.
- Develop, organise and write Statements of Work (SOWs) for logistics support contracts and perform technical evaluations of Proposals based on the applicable SOWs.
- Monitor performance and effectiveness of contractors.
- Co-ordinate with procurement staff on contractor performance and issues with contractors supporting the Fixed Wing Aircraft customers.
- Contribute to knowledge transfer and sustainability of implemented improvements
- Provide coaching, workshops, and practical guidance to procurement and supply teams
- Participating in meetings, conferences and working groups (incl. Travel on Duty (TDY) as required).

ESSENTIAL QUALIFICATIONS AND EXPERIENCE

- University degree or equivalent education in Supply Chain Management, Procurement, Engineering, Business Administration, or related field.
- Proven experience in supply chain management in the aerospace, or military aviation environment.
- Strong knowledge of procurement processes, and contract execution.
- Experience with portfolio management, performance dashboards, and KPI definition.
- Proven experience as a consultant or senior practitioner in procurement, supply chain, or operations improvement.
- Solid process-improvement expertise (process mapping, root-cause analysis, continuous improvement methods).
- Strong analytical and problem-solving skills, with the ability to translate analysis into actionable recommendations.
- Demonstrated experience with public procurement organizations or strongly regulated procurement frameworks.
- Ability to work with complex, multi-stakeholder environments and critical supply items
- Very good knowledge of relevant QA standards and policies.
- Ability to present findings clearly to management and operational teams, and to conduct and to efficiently participate in international meetings.
- Knowledge of information systems at end-user level with experience in using personal computers and software packages.
- In date NATO SECRET security clearance.

LANGUAGE QUALIFICATIONS

- NATO's two official languages are English and French. The work of this consultancy post is mainly conducted in English; therefore, fluency in that language is essential and a *beginner* knowledge of French is desirable.

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.