

OL-2 Senior Logistics Planning Officer

Post N° OL-2/ Ref. No 2024_00369

JOB DESCRIPTION - please click [HERE](#)

QUALIFICATIONS

General Qualifications

- University degree in Business, Logistics or Engineering or equivalent education, or relevant professional experience.
- Thorough experience in military operations logistics support or operations base support activities.
- Ability to analyze large amounts of data, to synthesize and present—orally and in writing—conclusions and recommendations in a precise, concise and convincing manner.
- Sound digital literacy with experience in using office automation systems and software applications, e.g. Microsoft Office Suite (Word, Excel, and PowerPoint).

Specific Qualifications

- Minimum three years of experience in military for out-of-area operations.
- Knowledge of Quality Assurance (QA) standards and policies.
- Demonstrated ability for creating and using Microsoft PowerPoint papers and Excel reports.
- Proven analytical ability and structured approach to complex tasks.

LANGUAGE QUALIFICATIONS

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

WHAT DO WE OFFER?

- Multicultural environment
- Initial three year contract with competitive monthly tax-free salary (subject to Article 19 of the Ottawa agreement on exemption of Taxation)
- Additional benefits for expatriate staff including expatriation and education allowances (where applicable) and additional home leave
- Excellent health coverage
- Great work/life balance
- Generous annual leave of 30 days plus official holidays
- Pension Scheme

POST DETAILS

- Basic monthly salary: EUR 9 083,62, tax free.
- This post is deployable. The incumbent of this post may be required to deploy or may be assigned to a remote location, to perform duties (inside or outside a theatre/deployment location) in support of Council approved operations/missions or in support of national or multinational operations/missions authorised by the Agency Supervisory Board of NSPO.

HOW TO APPLY?

All candidates (internal and external) should refer to the [FAQs](#) before applying.

Position Number:
OL-2

Ref. No.:
2024_00369

Position category:
Logistics, Planning and Management

Grade:
NATO grade 17:A3

Minimum educational level:
University Degree (Master) in relevant field or equivalent experience

Duty location:
Capellen, Luxembourg

Who can apply?:
NATO Civilian Staff and external candidates who are nationals of a NATO member country are invited to apply.

Application Deadline:
14 May 2025

Vacancy status:
Receiving applications until deadline

NSPA internal candidates must submit additionally their latest completed **performance report**.

NSPA staff members of the same grade can submit a transfer request till 30 April 2025.

Applications sent via e-mail will be automatically rejected.

IMPORTANT NOTES

Qualified redundant NATO civilian candidates of the same grade will be considered in priority.

Interviews are expected to be held approximately six weeks after the application closing date. The Talent Acquisition and Development Office shall let you know in due course the outcome of the screening process.

Moreover, due to the broad interest in NSPA and the large number of potential candidates, telephone or email enquiries cannot be dealt with.

The Agency would appreciate it if addressee countries could provide their support by submitting candidates whose security clearance can be effected (or confirmed) rapidly and who could report for duty as soon as possible after selection.

NSPA as an employer values diverse backgrounds and perspectives and is committed to recruiting and retaining a diverse and talented workforce. NSPA welcomes applications of nationals from all Member States and strongly encourages women to apply.

NSPA COVID MEASURES:

All deployable vacancy announcements include the requirement to be fully vaccinated at the time of receiving the offer of employment. No offer of employment shall be made to deployable candidates who refuse to be vaccinated.

IMPORTANT NOTE:

Your application should be submitted in one go and you **will not** be able to modify your data once submitted.