

P-7: Chief Procurement Officer

Post N° P-7 / Ref. No. 97/2024

JOB DESCRIPTION - please click [here](#)

QUALIFICATIONS

- Master's degree or equivalent relevant professional experience.
- Specific senior leadership experience in Procurement and in major acquisition projects in a sizeable organisation, preferably in an international environment, with a proven record of accomplishment, delivery and demonstrated implementation of best practices.
- Demonstrated ability and experience in managing, creating and developing diverse, inclusive and high performing teams through the application of inclusive leadership principles and practice.
- Demonstrated expertise in leading teams to develop and execute Procurement strategies that deliver advanced military technology responsive to customer requirements.
- Successful experience in a senior Procurement or contracting position, preferably in NSPO nations and/or within NATO.
- Knowledge of public Procurement rules and principles, experience in major acquisitions, and in solving related issues, and demonstrated success in the field of defence contracting.
- Experience in performance management of complex acquisitions and contracts.
- Proven record of success in defence contracting.
- Experience delivering contracts across a broad range of functional areas to include weapon system development, logistics and supply support, services, software and business systems.
- Experience in senior management in a large organisation with multiple Business Lines.
- Knowledge of contract law and regulations.
- Sound digital literacy with experience in using office automation systems and software applications, e.g. Microsoft Office Suite (Word, Excel, and PowerPoint)
- 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.

ON 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

Position Number:
P-7

Ref. No.:
97/2024

Position category:
Procurement and
Purchasing

Grade:
NATO grade 22:A5

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.

Type of project:
Status of closed vacancies

- Basic monthly salary: EUR 12.243,34, tax free.
- Initial duration of the assignment will be for 3 years. The contract may be renewed, but will not exceed the definite tenure of 9 years.
- Duty travel expected, in accordance with NATO policy, in support of approved operations and missions, on a case-by-case basis, by traveling to theatre/mission locations, especially where Agency personnel are/will be serving.

HOW TO APPLY?

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

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

Applications sent via e-mail will be automatically rejected.

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:

The Human Resources Executive 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.

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