

LA-42: Section Chief Helicopter Upgrade and Modification

Post N° LA-42 / Ref. No. 88/2024

JOB DESCRIPTION - please click [here](#)

General Qualifications

- University degree in an aviation related technical or engineering field or equivalent experience.
- Experience in the administration of upgrade and modification contracts and in using technical and logistic support documentation related to helicopter equipment.
- Good knowledge of relevant Quality Assurance (QA) standards and policies.
- Not less than ten years' experience in aviation support project management. Proven experience in Risk Management.
- Proven experience in customer expectation management.
- Ability to facilitate/present persuasively and negotiate effectively to achieve desired outcomes.
- Ability to manage time and work effectively under pressure while producing quality products under short notice deadlines.
- Ability to develop resourceful and effective solutions to problems, to focus team on performance goals and expectations, to track metrics and measure performance, and to engage problems early to mitigate risk and redirect performance.
- Sound digital literacy with experience in using office automation systems and software applications, e.g. Microsoft Office Suite (Word, Excel, and PowerPoint).

Specific Qualifications

- At least ten years of experience in helicopter upgrade and modification activities.
- Proven experience in the administration of helicopter upgrade and modification contracts and in using technical and logistic support documentation related to helicopter equipment.
- Proven knowledge of current international and European regulatory frameworks for aviation product certification, continuing airworthiness, and aircraft/component maintenance organisation approvals.
- A recognised project management certification [e.g. PRINCE 2™ Practitioner, Project Management Professional (PMP)].

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

Position Number:
LA-42

Ref. No.:
88/2024

Position category:
Operations and
Maintenance,
Technical Support

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.

Job Title:
LA-42/17:A3

Application Deadline:
23 April 2024

Vacancy status:
Candidate selected

- 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.

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**.

NSPA staff members of the same grade can submit a transfer request till 07 April 2024.

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.