

# IT-159/17:A3 Senior Systems Analyst

Post N° IT-159/ Ref. No. 2024\_00208

## JOB DESCRIPTION - please click [here](#).

- University degree or equivalent education.
- Mature understanding of management systems with at least three years of experience in internal or external management consultancy, involving systems design and office system improvement.
- At least one major project completed from feasibility study through to post implementation review, with responsibility for project management at each stage of development.
- Broad technical background in the area of IT infrastructure and applications including Collaboration technologies, the Agency's enterprise software (SAP), Electronic Data Interchange (EDI), Internet technology, Service Oriented Architecture (SOA), as required.
- Extensive experience of the Agency's enterprise software (SAP) customizing and development with emphasis on the functional area for which the incumbent is responsible.
- Thorough knowledge of the SAP modules relevant to the functional area for which the incumbent is responsible.
- Experience in leading (or participating) in teams in performing systems process and functional analysis of organisation elements or complex activities.
- Very good knowledge of operations of the SAP Human Resource (HR) functional modules: Organizational Management (OM), Personal Administration (PA), Time Management (TM), Payroll (PY), Performance Management (PM), Portal with Employee Self Service (ESS), Manager Self Service (MSS) and others as requested by HR business development.
- Good knowledge of the cloud HR solution: SAP SuccessFactors.
- Very good knowledge of integration with the main Finance, Controlling and Logistics SAP modules.
- Knowledge of new capabilities and technologies of S/4HANA including FIORI development would be an asset.

## 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.
- Post to be filled subject to final approval

## HOW TO APPLY?

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

**Position Number:**  
IT-159

**Ref. No.:**  
2024\_00208

**Position category:**  
Information Systems  
and Technology

**Grade:**  
NATO grade 17:A3

**Minimum educational level:**  
University degree  
(Bachelor) or  
equivalent

**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:**  
16 July 2024

**Vacancy status:**  
Candidate selected

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

**NSPA staff members** of the same grade can submit a transfer request till 1st July 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.