

**EUROPEAN SPACE AGENCY**

**Vacancy in the Directorate of ESA Finance, Controlling and Information Technology**

The European Space Agency is an equal opportunity employer  
and encourages applications from women

**POST** IT Application Portfolio Manager in the Evolution Section, Information Systems Division, Information Technology Department, Directorate of Finance, Controlling and Information Technology.

This post is classified in the A2–A4 grade band on the Coordinated Organisations' salary scale.

**LOCATION** ESRIN, Frascati (Italy).

**DUTIES** Under the direct authority of the Head of Section, the postholder is responsible for efficiently and properly managing and delivering IT solutions, notably for human resources.

The main responsibilities will include:

- supporting customer representatives in defining business processes and requirements to achieve business goals;
- planning and implementing agreed IT solutions, through the whole project life-cycle, from preparation to closure, including analysis, design, development, test and hand-over to operations, managing all related procurements and contracts;
- organising and leading the project team and managing supplier performance;
- monitoring and controlling project scope, cost, schedule, quality, issues and risk, taking appropriate action on any deviations, ensuring compliance with QMS procedures and adopted project methodology;
- providing regular and comprehensive status and progress reports to the Head of Section and governance hierarchy, escalating critical topics as necessary;
- providing expert support to business counterparts, identifying areas for improvement in business processes, providing possible solutions compliant with IT strategy;
- monitoring the evolution of portfolio-related solutions available on the market and providing advice;
- performing any other activities considered appropriate to cope with emerging IT Department needs.

The postholder will also support:

- business change managers in identifying potential change management issues and devising appropriate solutions;
- the definition of roadmaps, including high level needs analysis, solution evaluation and the business case related to the proposed solutions;

- the solution architect by ensuring alignment of solutions evolution with the overall corporate information system architecture, in relation to any change within the related portfolio, for major and minor enhancements.

## QUALIFICATIONS

Applicants for this post should have a Master's degree or equivalent qualification in engineering or a relevant business area and a confirmed professional background in the disciplines related to the job description. Certified training in project management would be an asset.

Several years of project experience of implementing medium to large scale information systems, including SaaS solutions, and experience of medium to large team management are mandatory. Functional knowledge in the human resources area and knowledge of SAP HR are essential. Knowledge of SuccessFactors and other SAP products would be an asset.

Candidates must be results-driven with strong planning and organisational skills, proactive in problem-solving and highly capable of responsible decision-making.

The ability to build a collaborative team-working dynamic and to establish excellent relationships with various interfaces at different levels are essential. Applicants must be customer-focused and possess excellent oral/written communication skills to understand business needs and translate them into IT solutions.

Experience built up at an international organisation would be considered an asset.

The working languages of the Agency are English and French. A good knowledge of one of these is required. Knowledge of another Member State language would be an asset.

## CLOSING DATE

The closing date for applications is **16 June 2015**.

Applications from external candidates for this post should preferably be made [online](#) from the ESA website ([www.esa.int/careers](http://www.esa.int/careers)). Those unable to apply online should submit their CV to Human Resources Service, ESA-ESRIN, Via Galileo Galilei, 00044 Frascati, Italy.

ESA staff members wishing to apply should fill in the [Internal Application Form](#) and email it to [Apply2ESRIN](#).

The Agency may require applicants to undergo selection tests.

---

**Under ESA Regulations, the age limit for recruitment is 55. Please note that applications are only considered from nationals of one of the following States: Austria, Belgium, the Czech Republic, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, the United Kingdom and Canada.**

**Priority will first be given to internal candidates and secondly to external candidates from under-represented Member States.**

**In accordance with the European Space Agency's security procedures and as part of the selection process, successful candidates will be required to undergo basic screening before appointment.**