

EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Human Spaceflight and Operations

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POST

ESA ISS Increment Manager in the Columbus Operations Division, ISS Programme and Exploration Department, [Directorate of Human Spaceflight and Operations](#).

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

LOCATION

The duty station is ESTEC, Noordwijk (The Netherlands) with a resident assignment in Oberpfaffenhofen (Germany).

DUTIES

Under the authority of the Head of the Columbus Operations Division, the postholder has overall responsibility for managing the end-to-end preparation and implementation of the ESA activities for specific ISS increments assigned to him/her.

These ESA activities relate to the Columbus module, including its payload facilities and the associated ground segment and operations to support ISS operations.

The ESA ISS Increment Manager fulfils the role of ESA Columbus Mission Director (ESA MD), and as such is responsible for defining, preparing, implementing and overseeing the execution of all ESA Columbus mission operations activities related to the assigned ISS increments. The ESA MD is during real-time operations the single interface for directions to the flight control team.

Specifically, duties will include:

- managing assessment of ESA and NASA requirements for the upcoming ISS increment;
- defining and managing the activities required to implement ESA's ISS requirements for a specific increment and other requirements on NASA payloads in the Columbus module (IDRD/IRD development);
- planning and implementing the increment reviews;
- coordinating and implementing the Certification of Flight Readiness process and undertakings for each flight/stage of the increment;
- providing the operational interface to the ESA ISS programme management during the preparation phase with respect to progress reporting, programmatic guidance, and resolution of issues;
- day-to-day management of the mission operations activity flow, including on-console presence, regular meetings, tag-ups internally in Col-CC and externally with European centres and International Partner entities;

- directing the Flight Control Teams at Col-CC during the execution phase of the specific increment both routinely through meetings with the Columbus Lead Increment Flight Director and exceptionally via discussions with the Columbus Flight Director on shift if the situation requires real-time programmatic direction;
- providing the formal ESA interface to the NASA ISS Increment Manager and Launch Package Managers;
- managing the preparation of the Post-increment Report.

Other operations-related tasks not linked to a specific increment may be assigned to the incumbent during periods in which there is no specific increment assignment.

QUALIFICATIONS

Applicants for this post should have a Master's degree or equivalent qualification in science or engineering and management experience. A thorough knowledge of the Space Station programme, Columbus system, and payload operations is essential. Previous experience of international cooperation will be an asset.

The post requires candidates to be system-minded and have a results-oriented approach. The postholder will work in a highly complex operational environment and needs to be able to integrate teams and operational entities spread across different countries. The ability to plan and organise efficiently is required, as are good communications skills.

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

CLOSING DATE

The closing date for applications is **29 July 2014**.

Applications from external candidates for this post should preferably be made [online](http://www.esa.int/careers) from the ESA website (www.esa.int/careers). Those unable to apply online should submit their CV to the Head of the Human Resources Division, ESTEC, Keplerlaan 1, 2201 AZ Noordwijk ZH, The Netherlands.

ESA staff members wishing to apply for this post should fill in the [Internal Application Form](#) and email it to Apply2ESTEC.

The Agency may require applicants to undergo selection tests.

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.