



ESA/VN-HO(2015)007, REV. 1  
Paris, 9 April 2015  
Reissued: 2 May 2016  
(English only)

## **EUROPEAN SPACE AGENCY**

### **Vacancy in the Directorate of Industry, Procurement and Legal Services**

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

#### **POST**

Legal Officer in the Legal Services Department in the Directorate of Industry, Procurement and Legal Services.

The Department provides legal advice to ESA and its institutional organs, activities and programmes by formulating legal opinions, drafting the organisation's acts and assisting in the decision-making.

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

#### **LOCATION**

ESA Headquarters, Paris (France).

#### **DUTIES**

Under the direct authority of the Head of Department, the Legal Officer, as a member of the Department team, contributes to the legal counselling at the Agency and supports all related legal and administrative functions. The postholder will receive work assignments for discharging the following tasks:

- providing legal advice on the formulation and interpretation of the Agency's rules and in the preparation of its legal instruments; contributing to the elaboration and updating of its regulations and rules;
- advising on the law and practice regarding public investment in large projects and infrastructures; monitoring evolving national, supranational and international law and rules in the field of ESA's activities;
- drafting opinions, reports and working documents on any legal problem arising in the Agency's day-to-day operations and in the implementation of applicable rules and policies;
- analysing legal documentation and conducting studies on the relevant legal and regulatory environment in which the Agency carries out its activities;
- preparing draft agreements and other arrangements with public and private entities and participating in their negotiation; preparing notes and briefs on public and international law and Member State national law;
- representing the Department and attending committees and boards relevant to the above functions.

## QUALIFICATIONS

Applicants for this post should have a Master's degree in law, including advanced studies in public international law or comparative law, plus at least five years' professional experience in a public administration, international organisation, private enterprise or in specialised law firms. Advanced legal studies and publications in international and/or administrative law would be an advantage. Experience of information-technology and intellectual-property law would be an asset.

Candidates should have professional experience of the law and regulations applicable to public administration in the jurisdiction of at least one Member State.

The successful applicant should demonstrate:

- maturity to work collaboratively in a team of lawyers, achieve professional goals, identify priorities and adjust them as required;
- a professional talent to analyse, draft and present international legal acts;
- sound legal judgment on issues of public law and project financing.

For behavioural competencies expected from ESA staff in general, please refer to the [ESA Competency Framework](#).

The working languages of the Agency are English and French. Excellent spoken and written English is required together with a working knowledge of French. Knowledge of another Member State language would be an asset.

## CLOSING DATE

The closing date for applications is **24 May 2016**.

Applications from external candidates 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 CVs to Human Resources, ESA, 8-10 rue Mario-Nikis, 75738 Paris, Cedex 15 (France).

ESA staff members wishing to apply should fill in the [Internal Application Form](#) and email it to [Apply2HQ](#).

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, Estonia, Finland, France, Germany, Greece, Hungary, 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.**