

EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Human Spaceflight and Robotic Exploration Programmes

ESA is an equal opportunity employer, committed to achieving diversity within the workforce and creating an inclusive working environment. Applications from women are encouraged.

- POST** ESA ISS Increment Manager in the Columbus Operations Division, ISS Programme and Exploration Department, [Directorate of Human Spaceflight and Robotic Exploration Programmes](#).
- This post is classified in the A2–A4 grade band on the Coordinated Organisations' salary scale.
- LOCATION** ESTEC, Noordwijk (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 assigned ISS increments.
- These activities relate to the Columbus module, including its payload facilities and the associated ground segment and operations to support ISS operations.
- The postholder is responsible for preparing, implementing and overseeing the execution of all ESA Columbus mission operations activities related to the assigned ISS increments as defined in the respective Increment Requirements Document (IRD), and during real-time operations is 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 with the ESA ISS programme management during the preparation phase with respect to progress reporting, programmatic guidance and issue-resolution;
 - managing day-to-day 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, in this role as Mission Director, 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 Flight Director on shift if the situation requires real-time programmatic direction;

- being the formal ESA interface with 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 during periods when no increments are assigned.

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 would be an asset.

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

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. 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 **1 September 2016**.

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

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

The Agency may require applicants to undergo selection tests.

If you require support with your application due to a disability, please email contact.human.resources@esa.int.

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.