

Job Title: Corporate Controller

Req ID 3641 - Posted 20/11/2017



EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Internal Services.

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 Corporate Controller

This post is classified A2-A4 on the Coordinated Organisations' salary scale.

Location
ESTEC, Noordwijk, The Netherlands

Description

The Corporate Controller will report to the Head of the Multi-year Resource Planning and Control Section in the Corporate Planning, Budget and Controlling Division of the Finance, Planning and Controlling Department, Directorate of Internal Services, and will be responsible for the assessment, monitoring and control of the resources of a domain of activities and/or will coordinate one or more end-to-end processes of the Corporate Business Planning and Control framework.

Duties

- assessing in-year and multi-year resource plans (including cost, cash, income, workforce/workload, procurement, schedule) and related risks and analysing deviations from planning;
- determining with Directorates measures to correct deviations from planning;
- analysing the pace of implementation of programmes in support of elaborating financial programmatic corridors and targets for activity domains;
- providing inputs for periodic reporting to the DG/Directors' Committee and to Member States on the overall planning status and achievements of ESA programmes and activities;
- supporting the definition and development of an Agency-wide corporate planning tool and the enhancement of related processes aimed at establishing a common single ESA data set;
- participating in the planning of contributors' financial obligations (including preparation of ESA budgets) and providing support for bilateral discussions with Member States;
- proposing cost-effective solutions for continuous improvement of reporting capabilities in support of controlling activities;
- contributing to other planning, monitoring, reporting and controlling tasks as requested by management.

Technical competencies

Cost and financial regulatory framework, including accounting standards and auditing
Resource planning, monitoring and control processes and techniques
Project cost, schedule and risk management
Consolidation of management reports
Expert knowledge of a SAP based ERP systems and related queries
Knowledge of automated planning and project control tools
In-depth knowledge of Microsoft office, particularly Excel

Behavioural competencies

Communication
Problem Solving

Teamwork
Relationship Management
Planning & Organisation
Results Orientation
Systems & Broader Business Thinking

Education

Master's degree or equivalent qualification in engineering, business administration or a related discipline,

Additional requirements

Candidates must have strong analytical skills and substantial relevant experience in controlling. The ability to provide quality output while working to tight deadlines is an essential prerequisite.

Other information

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. The Agency may require applicants to undergo selection tests.

The closing date for applications is 15 December 2017.

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 and Slovenia.

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.