

Job Title: Head of the Test Facilities and Test Methods Section

Req ID 4681 - Posted 07/02/2018



EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Technology, Engineering and Quality.

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

Head of the Test Facilities and Test Methods Section

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

Location

ESTEC, Noordwijk, The Netherlands

Description

Head of the Test Facilities and Test Methods Section in the ESTEC Test Centre Division, Mechanical Department, Directorate of Technology, Engineering and Quality.

Reporting to the Head of the ESTEC Test Centre Division, the Head of the Test Facilities and Test Methods Section is responsible for the management of the Section, its resources and activities. In addition, the Head of Section will be required to carry out and to contribute to operational activities within the technical domains of the Section.

Duties

Duties include:

- ensuring a positive and motivating working environment for the Section;
- managing the workforce of the Section with accountability for all resources and activities delegated to the Section;
- maintaining and developing the expertise and technical competence of the Section's members to meet current and future strategic needs, taking due account of their motivation, aspirations and professional development with appropriate opportunity for laboratory work;
- distributing and assigning the tasks of the Section to its members, monitoring and managing their performance and providing timely and regular feedback;
- anticipating and resolving sensitive or difficult situations, liaising with HR as required;
- negotiating, organising and coordinating the specialist support provided by the Section to ESA projects throughout all phases;
- preparing resource requirements based on needs originating from both inside and outside the Section and resolving conflicting demands on the use of the resources available in the Section;
- establishing and maintaining good working relationships and technical networks with users, project groups and other organisational bodies both inside and outside the Agency;
- contributing to the continuous improvement of working procedures and to the reflection on the evolution of the Section's role and activities.

The Section is responsible for the development of new environmental test facilities for space applications, for updating the existing ones, for monitoring and controlling the activities performed by the Test Centre contractor in charge of the maintenance and operation of the test facilities, and for maintaining the know-how on facility technology and test methodology. The Section also has the delegated task to maintain the Test Centre Division Quality and Safety Management System (QMS) in accordance with higher level instances within the Agency and applicable external requirements (i.e. EN-9100, ISO-9001, ECSS-Q-ST-20-07) and to ensure product assurance and safety of the Test Centre products and services.

Within the terms of reference of the Section, the postholder will be responsible for:

- Monitoring and coordinating all facility modification and facility procurement projects;
- Implementing facility modifications/procurements;
- Implementing studies related to new test methods;
- Evaluating, on an ongoing and permanent basis, the test facility failure risks and maintaining the corresponding risk management plan;
- Regularly assessing existing test facility installations and operations with respect to safety, cost effectiveness and performance in order to identify and suggest opportunities for improvement;
- Continuously reviewing test facility operations in respect of productivity, reliability and measurement quality;
- Effectively implementing the ESTEC Test Centre quality and safety management system on a day-to-day basis;
- Participating to the definition of the investment plan.

Due to the inter-disciplinary nature of the engineering services, the postholder will be expected to establish and maintain good working relationships and networks with experts in the Directorate.

Technical competencies

Knowledge of relevant technical domains

Experience with Space Engineering Standards and their preparation and implementation

Knowledge of laboratory quality and maintenance systems, e.g. ISO 17025/9001

Knowledge of the industrial landscape and ability to define technology development roadmaps identifying future trends in technology requirements

Experience in driving R&D activities, as well as knowledge of the ESA technology programmes

Resource management experience

Experience in ESA procurement processes and contract management as well as applied negotiation skills

Behavioural competencies

Communication

Planning & Organisation

Results Orientation

Problem Solving

Additional requirements

Candidates should have:

- solid experience related to the technical domains of the Section, as well as in the definition and specification of technology R&D activities;
- substantial experience in relevant fields of design and technology development;
- the ability to represent the Agency in interfaces with industry and government agencies;
- good knowledge of the ISO-9001, EN-9100 and ECSS-Q-ST-20-07 certification processes;
- the potential to manage individuals or a team of experts in a project or R&D setting and the ability to organise their activities;
- strong leadership capabilities, with proven relationship management and communication skills;
- the ability to drive their team's performance, developing their people by encouraging learning, delegating responsibility and giving regular and constructive feedback;
- strong problem-solving skills to deal with day-to-day operational challenges, together with demonstrated planning and organisational skills;
- a strong results orientation with the ability to set priorities and present practical solutions both orally and in writing;
- the ability to manage challenging situations proactively and constructively and to be customer focused.

Previous people management experience is an asset, as is international experience, i.e. outside the candidate's home country, as well as experience in diverse functional areas relevant to the activities of ESA.

Education

Applicants for this post should have a Master's degree or equivalent qualification in one of the engineering fields of the Section.

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 06 March 2018.

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.

According to the ESA Convention the recruitment of staff must take into account an adequate distribution of posts among nationals of the ESA Member States. Priority will first be given to internal candidates and secondly to external candidates from under-represented Member States when short-listing for interview. (<http://esamultimedia.esa.int/docs/careers/NationalityTargets.pdf>)

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.