

Job Title: Head of the Operations Department

Req ID 7421 - Posted 13/07/2018



EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Science.

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 Operations Department.

This post is classified A6 on the Coordinated Organisations salary scale.

Location

ESAC, Villanueva de la Cañada, Spain

Description

Under the direct authority of the Director of Science, the postholder is responsible for the management and operation of the Directorate's missions once successfully commissioned. These responsibilities are discharged in full coordination with the Directorate's Departments and Offices and, as appropriate, with the Directorate of Operations.

Duties

The postholder is responsible for leading and managing the Department in carrying out its tasks, which includes:

- overall managing of the Directorate's missions in orbit, following completion of in-orbit commissioning;
- ensuring that the maximum scientific return is maintained as a target through the operational phases of the Directorate's missions;
- managing and executing science operations in the operational phase of missions;
- developing the science operations for the Directorate's missions in cooperation with the Future Missions Department, the Projects Department and the Science Support Office;
- responsibility for all aspects of the schedule, budget, staffing and operational performance aspects of activities under the Department's responsibility, ensuring the necessary resources are available on time, within programme-level constraints;
- ensuring a positive and motivating working environment in the Department;
- managing the Department workforce with accountability for all resources and activities delegated to it;
- maintaining and developing Department member's expertise and scientific/technical competence to meet current and future needs, taking due account of their motivation, aspirations and ongoing professional development;
- participating in research activities and fostering research by Department personnel.

Technical competencies

Extensive experience in the development and execution of science operations, preferably of large space- or ground-based international projects

Knowledge of space projects, including instrumentation and operations

Extensive experience in managing (and managing the managers of) large scientific and technical teams, preferably in an international context

Experience in interfacing with external parties, especially the scientific community and Principal Investigator teams

Experience in research in space science

Leadership competencies

Strategic vision & business context

Fostering cooperation & effective team-working

Leading change

Promoting diversity
Developing & motivating people

Behavioural competencies

Communication
Ambassadorship
Customer Focus
Planning & Organisation

Education

Applicants should have a PhD or equivalent degree in astrophysics, physics or space/planetary/heliospheric science.

Additional requirements

Candidates should also have:

- the ability to provide strategic direction to individuals and teams and relate team objectives to the overall and evolving organisational goals and context;
- the ability to anticipate problems, solve complex issues and relate situations to their context as well as to support others (team members, senior management, other stakeholders) in this process.

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.

Please note that applicants may be required to undergo aptitude testing, including recognised psychometric testing as well as problem solving and decision-making exercises.

The closing date for applications is 31 August 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.

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.