

Job Title: Quality Management Engineer

Req ID 7504 - Posted 29/08/2018



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

Quality Management Engineer

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

Location

ESTEC, Noordwijk, The Netherlands with resident assignment to ESRIN, Frascati (Italy).

Description

Quality Management Engineer in the Quality Assurance & Management Section, Quality, Dependability & PA Support Division, Product Assurance & Safety Department, Directorate of Technology, Engineering & Quality. The postholder will provide quality management support to the ESA Administration Area, comprising the Directorate of Internal Services and the Directorate of Industry, Procurement & Legal Services.

The Section provides functional support to ESA projects and is responsible for the development, implementation and maintenance of product assurance and safety (PA&S) engineering and management programmes. It also provides Quality Management support to ESA corporate areas, managing accreditation, certification and verification schemes. It carries out technological research (R&D) in the field(s) of product and quality assurance management, techniques, methodologies and tools. It also collaborates on standardisation and training activities.

Training and familiarisation with the Department's mandate, processes and procedures will be provided at the start of this assignment.

Duties

Reporting to the Administration Area Quality Manager, the main tasks and responsibilities of the post holder will include:

- providing expert support in the Quality Management field;
- maintaining and developing the Administration Area's Quality Management system procedures and work instructions;
- where necessary analysing non-conformances, problems, customer complaints, following up implementation of related corrective actions;
- supporting preparation and coordination of internal and supplier audit programmes and their execution, including ISO 9001, ISO 14001, OHSAS 18001, ISO 27001, etc.;
- supporting preparation and organisation of the Administration Area's Quality Management system review to allow evaluation of overall system effectiveness;
- supporting the organisation of periodic third-party audits to maintain ISO 9001 certification;
- supporting Administration Area user surveys in the implementation phase, results analysis and improvement plan implementation;
- providing support to preparation of quality plans, procedures and supporting documentation;

- preparing training material and providing training for staff/on-site contractors in the Administration Area;
- supporting the provision of relevant input to the ESA Quality Manager for coordination and consolidation purposes;
- when required, acting as quality assurance representative in Administration Area projects and services for monitoring the quality assurance processes of suppliers;
- supporting the integration of management systems and their implementation;
- contributing to the dissemination of the results of activities performed and knowledge transfer across the Agency.

Duties may also include supporting other activities within the postholder's field of competence.

Technical competencies

General background and specific experience in the technical domains covered by the position

Experience in the definition, implementation and certification of quality management systems

Experience in the management and monitoring of industrial activities, including participation in reviews

Auditing of quality management systems

Behavioural competencies

Communication

Planning & Organisation

Teamwork

Customer Focus

Problem Solving

Results Orientation

Education

A Master's degree or equivalent qualification in engineering or technical sciences is required.

Additional requirements

Qualification as Lead Auditor and experience leading quality audits;

Knowledge of ISO 9001, ISO 14001, OHSAS 18001 and ISO 27001;

Experience in supporting administrative processes in one or more of these areas: information technology, facility management, human resources, finance, procurement;

Candidates must be eligible for security clearance by their national security administration.

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 26 September 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. When short-listing for an interview, priority will first be given to internal candidates and secondly to external candidates from under-represented Member States. (<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.

Recruitment will normally be at the first grade in the band (A2); however, if the candidate selected has little or no experience, the position may be filled at A1 level.