

Job Title: Industrial Cost Auditor

Req ID 9207 - Posted 01/04/2020

EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Industry, Procurement and Legal 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 Industrial Cost Auditor

This post is classified A2-A4 on the Coordinated Organisations' salary scale. This position is for a limited duration of 4 years only.

Location

ESTEC, Noordwijk, The Netherlands or ESAC, Villanueva de la Cañada, Spain, or HQ, Paris or ESOC, Darmstadt, Germany or ECSAT, Harwell, United Kingdom.

Description

Industrial Cost Auditor in the Industrial Auditing & Return Division, Industrial Policy & Auditing Department, Directorate of Industry, Procurement & Legal Services.

Reporting to the Head of the Industrial Audit Section, the postholder shall be responsible for general industrial costs analysis and auditing related activities in support of the ESA procurement process.

Please note that the preferred duty station for this post is ESTEC, Noordwijk, The Netherlands, however we would consider to have the duty station at any other ESA site.

Duties

Provide high-quality audit services that achieve cost-effectiveness and value creation in support of the ESA procurement process with transparent and cost-effective deployment of public resources in industry via ESA programmes.

In direct contact with industry working under contract with ESA:

- auditing, analysis and negotiation of industrial hourly labour rates and overheads, unit rates (such as facility charges) and other overheads, on the basis of detailed reviews of industry's costs structure and its accounting tools;
- auditing direct expenditure on cost reimbursement contracts and/or co-funded contracts placed with industry, including compliance with ESA rules;
- implementing financial viability audits on the basis of detailed reviews of industry's financial data, nationality audits of the industry concerned on the basis of established processes and criteria for nationality attribution;
- verifying industry's cost accounting systems to ascertain compliance with generally accepted accounting principles and ESA rules.

In support of ESA programmes:

- participating in tender evaluation boards and cost panels to analyse financial and cost related aspects of industry proposals, supporting ESA's Programme Directorates in direct negotiations with industry;
 - implementing audits of industry carried out as direct support to programmes, including detailed analysis and review of industrial contract documents
- advising on financial matters, e.g. currency exchange, price variation formulae, productivity, inflation, hourly rates, etc.

For relevant support services:

- auditing in support of verification of geo return data;
- coordinating of cost and audit activities in collaboration with other national and international organisations;
- supporting day-to-day audit activities, including preparing concise and accurate documentation (e.g. reports, policies, processes), data analysis, information collection;
- carrying out other relevant tasks/projects as requested of the Section.

The postholder interfaces with senior industry representatives, ESA and industry project management teams, ESA contract officers, ESA finance and cost engineer functions and the auditors of national audit authorities.

Technical competencies

Cost and financial/management accounting
Knowledge/Experience with auditing
Knowledge/Experience with accounting systems and tools

Behavioural competencies

Communication
Problem Solving
Teamwork
Cross-Cultural Sensitivity
Planning & Organisation

Education

University degree (Master level or equivalent) in the domain of Business Administration, Corporate Finance & Accounting, Auditing, Economics or Engineering. A professional auditing/accounting certification is considered an asset.

Additional requirements

- Minimum 5 years of progressive experience in auditing activities
- Analytical skills
- Negotiation skills
- Readiness to travel frequently
- Knowledge of the Space Industry and Business is considered an asset
- Attention to detail, affinity with figures and swift follow-up of actions
- Initiative to broaden experience

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 29 April 2020.

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.