Job Title: IT Finance Application Portfolio Manager

Requisition ID **10046** - Posted **07/12/2020**

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
IT Finance Application Portfolio Manager

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

Location
ESRIN, Frascati, Italy

Description
IT Finance Application Portfolio Manager in the Project and Portfolio Management Section, Application Services Division, Information Technology Department, Directorate of Internal Services.

Under the direct authority of the Head of Section, you will be responsible for efficiently and properly managing and delivering IT solutions related to the Agency's finance processes.

Duties
The main tasks and responsibilities will include:

- supporting customer representatives in the definition of business needs and requirements;
- translating and consolidating those requirements into technical specifications;
- planning and implementing agreed IT solutions, throughout the project life cycle, from preparation to closure, including analysis, design, development (i.e. instantiation, composition and customisation of tools), testing and hand-over to operations and managing all related procurements and contracts;
- organising and leading project teams and managing supplier performance;
- monitoring and controlling project scope, cost, schedule, quality, issues and risk, taking appropriate action on any deviations and ensuring compliance with QMS procedures and adopted project methodology;
- regular and comprehensive status and progress reporting to the Head of Section and governance hierarchy, prioritising critical topics as required;
- providing expert support to business counterparts, identifying areas for improvement in business processes, providing possible solutions compliant with the IT strategy;
- monitoring the evolution of portfolio-related solutions available on the market and providing advice;
- performing any other activities deemed appropriate to cope with emerging needs within the Department.

You will also support:

- business change managers in identifying potential change management issues and devising appropriate solutions;
- the definition of roadmaps, including high-level needs analysis, solution evaluation and preparation of business cases related to proposed solutions;
- the solution architect by aligning evolving solutions with the overall Corporate Information System architecture, regarding any change within the related portfolio involving major or minor enhancements;
- the Department's internal cost planning by preparing and ensuring accurate planning and forecasting.

Technical competencies
SAP knowledge, mainly financial modules (FI-modules)
Knowledge of SAP industry solution for public sector
Delivery of complex projects within cost and schedule

Behavioural competencies
Customer Focus
Planning & Organisation
Problem Solving
Results Orientation
Communication
Responsible Decision-Making
Relationship Management

Education
You should have a Master's degree in IT engineering or in a relevant business area.

Additional requirements
You should have solid work experience in the disciplines related to the tasks under consideration. Knowledge of integration between SAP SRM and finance with experience of SAP finance solutions (SAP S4/HANA included) are essential; project management certification would be an asset.

You should also have:

- at least fifteen years' proven experience in the design, build and deployment of SAP Finance systems;
- proven experience of processes and systems integration;
- proven experience of at least one successful live SAP S/4HANA conversion finance system;
- extensive knowledge of cost accounting, budgeting and planning processes;
- excellent presentation and negotiating skills are required together with the ability to work effectively in a diverse team environment;
- experience of working in a multicultural public-sector environment.

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 11 January 2021.

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.