

Job Title: Intern in the Business Transformation Management Office

Requisition ID 11847 - Posted 27/11/2020



EUROPEAN SPACE AGENCY

Internship Opportunity 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. For this purpose, we welcome applications from all qualified candidates irrespective of gender, sexual orientation, ethnicity, beliefs, age, disability or other characteristics. Applications from women are encouraged.

Post

Intern in the Business Transformation Management Office (Remote)

Location

ESTEC, Noordwijk, The Netherlands

Our team and mission

Given the strategic importance of ensuring a coordinated approach in delivering business transformation within the Agency, the newly established Business Transformation Management Office is tasked to lead the business transformation activities that require coordination and business representation across the Organisation.

The Office organises the programme management process to deliver the expected business outcomes and builds the change capacity in the organisation by defining and deploying a standard change management approach and methodology.

Interested candidates are encouraged to visit the ESA website: <http://www.esa.int/ESA>

Internship activities and learning areas

You will be part of the office team, and will support the head of the office in implementing large transformation initiatives in the area of financial and resource planning, modern working environment and/or travel management.

You will also have the opportunity to contribute to the finalisation of the programme and change management frameworks of the Agency, which shall become the reference for the all large transformation activities, for instance, in the areas of digitalisation, business process optimisation and modern working environment.

Competencies

Self Motivation

Communication

Continuous Learning

Cross-Cultural Sensitivity

Teamwork

Education

Candidates must have student status and be enrolled at university for the entire duration of the internship. You should preferably be in your final or second to last year of a university course at Masters level in a relevant discipline such as engineering or business administration.

Additional Requirements

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.

In addition, you will need to should be well organised and possess excellent English language skills. Some prior knowledge of HR processes would be an asset.

Other information

Exceptionally this year, due to the uncertainties arising from the COVID-19 pandemic, the student internship programme will be offered remotely, with interns working from their place of residence, not hosted at an ESA site. Some Universities might not authorise remote internships, we recommend to consult your university's requirements for compulsory internships. This decision has been taken in response to the COVID-19 measures currently in place in ESA Member States, Associate Member States and Cooperating States and also across ESA establishments.

For behavioural competencies expected from ESA staff in general, please refer to the ESA Competency Framework.

The closing date for applications is 17 December 2020.

At the Agency we value diversity and we welcome people with disabilities. Whenever possible, we seek to accommodate individuals with disabilities by providing the necessary support at the workplace. The Human Resources Department can also provide assistance during the recruitment process. If you would like to discuss this further please contact us at 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, and the United Kingdom. Nationals from Latvia and Slovenia, as Associate Member States, or Canada as a Cooperating State, can apply as well as those from Bulgaria, Cyprus, Lithuania and Slovakia as European Cooperating States (ECS).