

# Job Title: ISS Increment Manager

Requisition ID 11975 - Posted 28/01/2021



## EUROPEAN SPACE AGENCY

Vacancy in the Directorate of Human and Robotic Exploration.

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

ISS Increment Manager

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

### Location

ESTEC, Noordwijk, The Netherlands

With a resident assignment to Oberpfaffenhofen, Germany.

### Description

ISS Increment Manager, Research and Payloads Group, Directorate of Human & Robotic Exploration Programme

### Duties

Under the authority of the research and payloads group lead, you will have the overall responsibility for managing and coordinating the end-to-end preparation and implementation of the ESA activities for specific ISS increments assigned to you.

These ESA activities relate to the Columbus module, including its payload facilities and the associated ground infrastructure as well as preparation and implementation services to support ISS operations.

You are responsible for preparing, implementing and overseeing the execution of all ESA Columbus mission activities related to the assigned ISS increment and defined in the respective Increment Requirements Document (IRD). For increments defined by Increment Requirements Documents the ESA Increment Manager represents the interface between utilisation management on the one hand and the implementation services on the other.

Specifically, duties will include:

- defining and managing the activities required to implement ESA's ISS requirements and the requirements on NASA payloads in the Columbus module for a specific increment;
- planning and implementing the increment reviews;
- coordinating and implementing the Certification of Flight Readiness process and undertakings for each flight/stage of the increment;
- providing the operational interface to the ESA ISS Utilisation management during the preparation phase with respect to progress reporting, programmatic guidance, and resolution of issues;
- day-to-day management of the Increment requirements and priorities for the increment in implementation;
- directing the operational implementation and support teams during the execution phase of the specific increment
- providing the formal ESA interface to the NASA ISS Increment Manager and Launch Package Managers;
- managing the performance of the post increment activities and preparation of the Post-increment Report.

Other increment management-related tasks not linked to a specific increment may be assigned to you during periods in which there is no specific increment assignment.

In the future, you may also be assigned to non-ISS missions, e.g. mission to the lunar gateway or exploration-type missions. This might require a change to the resident assignment location.

### Technical competencies

Thorough knowledge of the Space Station Programme

Thorough knowledge of Columbus system and payloads

Thorough knowledge of manned mission operations systems and concepts

Project and technical management of complex operational projects

### Behavioural competencies

Result Orientation  
Operational Efficiency  
Fostering Cooperation  
Relationship Management  
Continuous Improvement  
Forward Thinking

## Education

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Master's degree in science or engineering.

## Additional requirements

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Emphasis in the selection is placed on sound knowledge of manned mission preparation and implementation processes and concepts. Experience working in manned mission operations or engineering is considered a strong asset. You are required to have a high level of communication and coordination skills. The capability to solve complex problems under time pressure together with a strong focus on outcomes and results is essential.

You need to be able to work in a highly complex project environment and to integrate teams and operational entities spread across different countries. The ability to plan and organise efficiently is required, as are good communication skills.

## 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 25 February 2021.**

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](mailto:contact.human.resources@esa.int).

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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, Latvia 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.

(<https://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.