

EUROPEAN SPACE AGENCY

EFM Infrastructure Engineer

Job Req ID: 12721

Closing Date: 25 November 2021

Publication: Internal & External

Vacancy Type: Permanent

Date Posted: 28 October 2021

Vacancy in the Directorate of Internal Services.

ESA is an equal opportunity employer, committed to achieving diversity within the workforce & creating an inclusive working environment. We therefore welcome applications from all qualified candidates irrespective of gender, sexual orientation, ethnicity, beliefs, age, disability or other characteristics. Applications from women are encouraged.

Post

EFM Infrastructure Engineer

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

Location

ESA Headquarters, Paris, France

Description

EFM Infrastructure Engineer reporting to the Head of the ESA Headquarters Estates and Facilities Management Division in the Estates and Facilities Management Department, Directorate of Internal Services.

Duties

You will report to the Head of the ESA HQ Estates and Facilities Management Division and be responsible for the operational management and execution of EFM site-related activities for the HQ premises (HQB, HQD and HQN).

This will include:

- operating the HQ EFM infrastructure services in accordance with agreed service-level agreements, in particular for infrastructure maintenance;
- monitoring and coordinating infrastructure projects, interventions and accommodation infrastructure adaptation actions;
- reporting regularly (at least monthly) on performance, progress of projects, issues and KPIs;
- providing inputs for the yearly infrastructure investment plan;
- assisting with the management and control of all related contracts. Handling the related procurements in a timely and effective manner. Assisting with the acceptance of infrastructure deliveries;
- managing technical infrastructure documentation such as plans, procedures and manuals. Assisting with making changes to drawings in AutoCAD and Revit;
- contributing to the maintenance and improvement of the QMS and other building certification systems;

processes.

Technical competencies

Experience in maintenance and operation of HVAC installations

Experience of project management in the relevant fields

Knowledge of the relevant standards

Knowledge of the relevant software

Behavioural competencies

Result Orientation

Operational Efficiency

Fostering Cooperation

Relationship Management

Continuous Improvement

Forward Thinking

Education

You should have a Master's degree specialised in mechanical engineering.

Additional requirements

You should have a minimum of four years' relevant work experience, as well as:

- good experience in maintaining and operating technical infrastructure and in particular HVAC installations;
- good experience of project management;
- good experience in Building Information Modelling (BIM) and related standards (ISO 19650-1 and 2);
- experience in quality management systems (ISO 9001, 14001, 45001, 50001);
- good knowledge of BREEAM, NF HQE and WELL building standards;
- excellent planning and work organisational skills, multitasking ability and attention to detail;
- good knowledge of AutoCAD; knowledge of Autodesk Revit is an asset;
- good knowledge of ARCHIBUS software is an asset;
- good knowledge of building management systems (BMS, PLCs) and safety/security systems (FDS, CCTV, ACS, IDS) is an asset;
- good knowledge of Microsoft SharePoint and Outlook;
- knowledge of Word, Excel, PowerPoint;
- an ability to work in an international environment (cross-cultural sensitivity, open-mindedness).

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.

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.

According to the ESA Convention, the recruitment of staff must take into account an adequate distribution posts among nationals of the ESA Member States. When shortlisting candidates, priority will first be given internal candidates and secondly to external candidates from under-represented Member States (see nationality targets)

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.

Apply n