

EUROPEAN SPACE AGENCY

Intern in the ESA Estates & Facilities Management Department

Job Req ID: 13761

Closing Date: 18 May 2022

Publication: External Only

Vacancy Type: Intern

Date Posted: 20 April 2022



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. 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

Intern in the ESA Estates & Facilities Management Department

Location

ESAC, Villanueva de la Cañada, Spain

Our team and mission

Under the direct authority of the Director of Internal Services, the Head of the ESA Estates & Facilities Management (EFM) Department is responsible for the management, operation and development of ESA corporate and site related administrative and technical infrastructure, the provision of specialist support to Heads of Establishment and Centres and the management of contracted FM services. In particular, the Head of Department is responsible for:

- overall Estates and Facilities Management and development of ESA Establishments and Centres in accordance with evolving ESA requirements, budgetary availability and in consultation with the respective Heads of Establishments and Centres;
- the planning, management and execution of related cost plans; – the management of ESA corporate and, if required, program-dedicated infrastructure requirements, including contribution to and oversight of a long-term plan responding to defined Agency needs and the identification and

promotion of best practices in the provision of technical facilities and office accommodation;

- the provision of related specialist advice and services to Heads of Establishments to ensure compliance with applicable legislation and ESA policies within domains, including physical security, health and safety management (in liaison with HIF-H), fire prevention, environmental management, sustainability, crisis management and business continuity;
- the management of EFM service contracts that ensure agreed levels of site maintenance, physical security, fire and rescue coverage, catering, cleaning, landscaping, and EFM general services and business travel.

You are encouraged to visit the ESA website: www.esa.int/ESA

Field(s) of activity/research for the traineeship

Topic: BIM (Building Information Management)

The EFM Service at ESAC has developed a new method for the construction and follow up management of the ESA infrastructure. This Building Information Modelling / Management (BIM) methodology is based on the creation of three-dimensional object-based building models that contain all the information needed for the construction and the consequent Life Cycle Management of the asset.

The aim of the present Trainee Project is to further evolve the work performed in the courses of previous young graduate trainee projects, during which complete models of buildings were created.

It is moreover our aim to extend this work to new construction, major refurbishments and additional buildings at ESAC.

Behavioural competencies

Result Orientation

Operational Efficiency

Fostering Cooperation

Relationship Management

Continuous Improvement

Forward Thinking

Education

You must 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 master's level in a technical or scientific discipline.

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.

The topic mentioned above requires educational knowledge such as:

- advanced skills in drawing with Revit;
- knowledge of the Archibus/Space IQ software for Facility Management

Knowledge and experience in the following fields is valuable:

- experience with building management systems;
- some experience with database administration.

Other information

For behavioural competencies expected from ESA staff in general, please refer to the [ESA Competency Framework](#).

The closing date for applications is 18 May 2022.

If you require support with your application due to a disability, please email contact.human.resources@esa.int.

Internships can take place remotely, on-site or partially on-site depending on the pandemic situation, and in line with the relevant Establishment's policy (e.g. possible Green Pass requirement) applicable at the time of starting the internship.

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, Lithuania and Slovenia, as Associate Member States, or Canada as a Cooperating State, can apply as well as those from Bulgaria, Cyprus and Slovakia as European Cooperating States (ECS).