



# Operator at the Galileo Security Monitoring Centre (GSMC)

## Vacancy details

<b>Type of contract</b>	Contract Agent	<b>Reference number</b>	EUSPA/2022/CA/001
<b>Grade/Function group</b>	FGIV	<b>Place of employment<sup>1</sup></b>	Saint-Germain-en-Laye / France
<b>Deadline for applications</b>	15.06.2022 11:59 AM (GMT+2)		
<b>Contract duration (Y)</b>	5	<b>Possibility of renewal<sup>2</sup></b>	yes
<b>Desired start date</b>	2022	<b>Possible reserve list valid until</b>	31.12.2022
<b>Organisational department</b>	Security Operations and Monitoring	<b>Reporting to<sup>3</sup></b>	Head of Department / Team Leader
<b>Level of security clearance<sup>4</sup></b>	SECRET UE / EU SECRET		

[1] The place of employment is subject to changes in the interest of the service and always under due consideration of the Staff Member's interests.

[2] Possibility of renewal for a fixed period and a further renewal for an indefinite period on the conditions set out in the Staff Regulations and in the Conditions of Employment for Other Servants

[3] The organisational department and the hierarchical reporting line may change in line with the developments of the EUSPA and department's organisation.

[4] The successful candidate must hold a valid personnel security clearance at the level defined above or be able and willing to apply for it immediately after the contract signature. The procedure for obtaining a personnel security clearance shall be initiated on request of the employer only, and not by the individual candidate. Description of the EU classified information levels is available [here](#).

## 1. EUSPA AND THE HIRING DEPARTMENT

The European Union Agency for the Space Programme (EUSPA) is an operational EU Agency that brings together colleagues from a broad array of different backgrounds and expertise all contributing to one of the most important and ambitious projects ever undertaken by the EU. We are committed to implement the EU Space Programme and turn the EU space ambitions into a reality.

EUSPA provides safe and secure European satellite navigation services, promotes the commercialization of Galileo, EGNOS, and Copernicus data and services. It also coordinates the EU's forthcoming governmental satellite communications programme GOVSATCOM. EUSPA is responsible for the security accreditation of all the components of the EU Space Programme. For more information on the EUSPA and the EU Space Programme, [click here](#).

The **Security Operations and Monitoring Department (SOM)** will undertake security operations and monitoring activities at both the Galileo Security Monitoring Centre (GSMC) sites and at the Galileo Reference Center (GRC); and will ensure the operational readiness of the corresponding operational teams and infrastructure, with the support of teams from other departments deployed in sites, to ensure the daily effective implementation of the Security Operations and Monitoring function.

The **GSMC (Galileo Security Monitoring Centre)** is an integral part of the Galileo infrastructure responsible for monitoring and responding to security threats and alerts, and the overall operational status of system components. For Public Regulated Services (PRS), the Centre is the Access management interface with governmental entities. The GSMC also supports the European External Action Service (EEAS) on the security of systems and services deployed, operated, and used under the Union Space Programme which may affect the security of the Union under the Council Decision (CFSP) 2021/698 of 30 April 2021.

The GSMC sites are located in the European Union:

- GSMC Master site – Saint-Germain-en-Laye, France;
- GSMC Backup site – San Martín de la Vega, Community of Madrid, Spain;

The place of employment for this position is Saint-Germain-en-Laye, one of the more affluent suburbs of Paris. With its historic museum and impressive castle, the city is less than 32 kms from romantic Paris and even less from the football stadium Parc des Princes, the home of Paris Saint-Germain club.

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## 2. TASKS AND RESPONSIBILITIES

The Operator at the GSMC will be a member of the team ensuring the 24/7 shifts responsible for:

- The Galileo system and security status monitoring by acting against security threats and alerts;
- The provision of PRS access service to the Competent PRS Authorities in Member States;
- The implementation of Council decision (CFSP) 2021/698 of 30 April 2021 on the security of systems and services deployed, operated and used under the Union Space Programme which may affect the security of the Union.

The Operator at the GSMC will have the following main tasks and responsibilities:

- Supervise the security and system status of the Galileo system, handle Incidents and security alerts raised by the GSMC security tools, operate the GSMC Ticketing System to log and trace the full incident handling process, in line with the operational procedures;
- Ensure the timely execution of PRS procedures (distribution, requests and orders), supervise the Galileo system PRS Signal in Space health status and ensure duly authorised access, provide advice to Member States on the operation of the PRS, including providing advice on how to achieve their goals;
- When needed, contribute to provision of advice on the continuity of services, including on actions required to maintain the service, to the EU decision-making bodies, support Galileo Crisis Management and implement the instructions issued by the relevant authorities;
- Investigate any degradation of the PRS and SECMON service and process Galileo system anomalies;
- Ensure that the GSMC Service Desk functions are delivered;
- Support at basic level the Galileo Security Facility (GSF) system;
- Support the improvement of the Security Monitoring, PRS access and Council Decision 496 operational procedures development;
- Support the validation of the new releases of operational equipment;
- Participate and contribute to the review and update of the incident handling process, the lessons learnt process, and the GSMC risk and vulnerability management.

The job holder will be required to work as part of a 24/7 shift working and on-call duty roster in line with the EUSPA's applicable rules.

He/she will be required to be trained and certified in his/her operational role and will be required to maintain his/her certification as part of the ongoing duties.

Prior to certification and shift operations, the role will be primarily a normal 'day-time' job contributing to the development of GSMC operations.

Besides the formal internal certification training, the job holder will participate to industry recognised external training in order to acquire or maintain the technical competencies required for this position.

Frequent missions and possible detachment to GSMC Backup site in Madrid (Spain), and occasional travel to Brussels (Belgium), Prague (Czech Republic) or other locations are foreseen for this post.

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### 3. ELIGIBILITY CRITERIA

The selection procedure is open to applicants who satisfy the following eligibility criteria, on the closing date for application:

1. Have a level of education which corresponds to completed university studies<sup>5</sup> of at least three years attested by a diploma
2. Be a national of a Member State of the European Union, Iceland or Norway
3. Be entitled to his or her full rights as citizen
4. Have fulfilled any obligations imposed by the applicable laws concerning military service
5. Meet the character requirements for the duties involved<sup>6</sup>
6. Have a thorough knowledge of one of the languages of the European Union<sup>7</sup> and a satisfactory knowledge of another language of the European Union to the extent necessary for the performance of his/her duties
7. Be physically fit to perform the duties linked to the post<sup>8</sup>

Contract agents from EUSPA and other EU agencies, are also invited to apply in accordance with the following EUSPA rules:

[https://www.euspa.europa.eu/sites/default/files/conditions\\_of\\_employment\\_of\\_contract\\_staff\\_ca.pdf](https://www.euspa.europa.eu/sites/default/files/conditions_of_employment_of_contract_staff_ca.pdf)

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**[5]** Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. Qualifications/diplomas awarded in the United Kingdom until 31/12/2020 are accepted without further recognition. For diplomas awarded in the United Kingdom after this date (from 01/01/2021), a NARIC recognition is required: <https://www.enic-naric.net/>

**[6]** Prior to the appointment, the successful candidate will be asked to provide a Police certificate confirming the absence of any criminal record.

**[7]** The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, Irish, German, Greek, Hungarian, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, Swedish.

**[8]** Before a successful candidate can be appointed, s/he will be medically examined by a selected medical service so that the Agency will be satisfied that s/he fulfils the requirement of Article 28(e) of the Staff Regulation of Officials of the European Communities.

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### 4. SELECTION CRITERIA

All eligible applications, according to the afore-mentioned criteria, will be assessed against the requirements listed below solely based on the information provided by the candidates in their application.

The Selection Board responsible for this selection will determine the criteria to be assessed in the various phases of the selection procedure (assessment of the application forms, interview and written test) prior to being granted access to the names of the applicants.

**When filling the online application, candidates are expected to clearly include elements that demonstrate that their profile matches the requirements below.**

### **Professional experience and expertise**

1. University degree in a relevant field (e.g. engineering, physics, mathematics or other exact sciences);
2. Professional experience in handling security incidents and/or service requests contributing to service delivery in line with established operational procedures/processes, preferably gained in an international environment;
3. Experience in processing reported anomalies or service degradation within a complex system;
4. Experience and/or knowledge of space system or IT operations;
5. Experience in executing procedures related to the use or management of cryptographic devices;
6. Previous experience in working with classified information and preferably holding Personnel Security Clearance at or above SECRET UE level;
7. Experience in working on 24/7 shifts or on on-call;
8. Excellent command of both written and spoken English;

### **Required competencies**

9. Motivation;
10. Excellent communication skills;
11. Working well with others;
12. Service-oriented mindset;
13. Ability to manage stress, prioritise and take appropriate and timely decisions.

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## **5. SELECTION PROCEDURE**

The current vacancy aims to establish a reserve list.

A comprehensive description of the selection process is available [here](#).

Indicative date for the interview and written test: July 2022. The date might be modified depending on the availability of the Selection Board members.

**Candidates are strictly forbidden to make any contact with the Selection Board members, either directly or indirectly. Any infringement of this rule will lead to disqualification from the selection procedure.**

**Any questions regarding the selection procedure should be addressed only to: [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu)**

In addition, candidates having any personal relationship within the EUSPA have the possibility to declare such situation to [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu).

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## **6. APPLICATION PROCEDURE**

In order to be considered for this position, candidates need to create an account by registering via the EUSPA e-recruitment tool.

Only applications submitted via the e-recruitment tool will be accepted. Applications sent via email or post will not be taken into consideration.

Multiple applications received for the same position via different accounts will lead to the exclusion of the applicant from the selection procedure.

**Important: the information provided by candidates in their online application constitutes the solely basis for the assessment of the eligibility and selection criteria.** Therefore, they are invited to carefully read the requirements and to provide the relevant information in such detail that would allow this assessment.

Particular attention should be paid to information on the education and professional experience, in particular exact dates, description of responsibilities and duties carried out. It is the candidate's responsibility to ensure accurate and elaborate completion of the application form and avoidance of unclarities and typos.

All sections of the application should be completed in English in order to facilitate the selection procedure.

In order to be considered, applications must be received by the closing date indicated in the vacancy notice.

Candidates are advised to submit the application well ahead of the deadline in order to avoid potential problems during the final days before the closing date of applications' submissions. The Agency cannot be held responsible for any last-minute malfunctioning of the e-recruitment tool due to heavy traffic on the website.

Any request for technical support must be sent to: [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu) minimum two working days before the vacancy notice deadline. Please note, that if you submit your request for technical support later, we may not be able to assist you;

Please consult the e-recruitment guideline for instructions on completing the application.

**Any questions regarding the selection procedure should be addressed only to:** [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu)

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## 7. APPEAL PROCEDURE

If a candidate considers that he/she has been adversely affected by a particular decision, he/she can lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Union and Conditions of employment of other servants of the European Union; submit a judicial appeal under Article 270 of the Treaty on the Functioning of the EU (ex Art. 236 of the EC Treaty) and Article 91 of the Staff Regulations of Officials of the European Union; or make a complaint to the European Ombudsman.

Details on how to initiate these processes are available [here](#).

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## 8. SUMMARY OF CONDITIONS OF EMPLOYMENT

### FINANCIAL ENTITLEMENTS

The remuneration consists of a basic salary<sup>9</sup> and, where applicable, additional allowances<sup>10</sup>, paid on a monthly basis and reimbursements<sup>11</sup>, paid upon their evidenced occurrence.

The sum of the basic salary and the applicable additional allowances is weighted by the correction coefficient applicable for the location of the post<sup>12</sup>. The sum of usual social deductions from salary at source is subtracted from the weighted amount<sup>13</sup>. The full pay is exempted from the national income tax, but is subject to the internal income tax and the solidarity levy<sup>14</sup>.

Examples of net monthly salaries (as currently applicable in Saint Germain-en-Laye) are presented below:

<b>FG IV 13 (less than 5 years of work experience after the relevant diploma)<sup>15</sup></b>		
a) Minimum final net salary (without any allowances)	b) Final net salary with expatriation and shift allowance	c) Final net salary with expatriation, shift, household and 1 dependent child allowance
3,666.06 EUR	5,220.12 EUR	6,284.35 EUR

<b>FG IV 14 (more than 5 years of work experience after the relevant diploma)<sup>15</sup></b>		
a) Minimum final net salary (without any allowances)	b) Final net salary with expatriation and shift allowance	c) Final net salary with expatriation, shift, household and 1 dependent child allowance
3,963.85 EUR	5,740.90 EUR	6,831.12 EUR

## LEAVE ENTITLEMENTS

Staff is entitled to annual leave of two working days per each complete calendar month of service plus additional days for the grade, age, home leaves for expatriates and an average of 16 EUSPA public holidays per year.

Special leave is granted for certain circumstances such as marriage, moving, elections, birth or adoption of a child, serious sickness of spouse, etc.

## SOCIAL SECURITY

The pension scheme provides a very competitive pension after a minimum of 10 years of service and reaching the pensionable age. Pension rights acquired in one or more national schemes before starting to work at EUSPA may be transferred into the EU pension system.

EUSPA's benefits include an attractive Health insurance: staff is covered 24/7 and worldwide by the Joint Sickness Insurance Scheme (JSIS). Staff is insured against sickness, accident and occupational disease, and could be entitled to unemployment and to invalidity allowances.

## PROFESSIONAL DEVELOPMENT AND BENEFITS CONTRIBUTING TO WORK-LIFE BALANCE

EUSPA aims at creating and maintaining a supportive and healthy work environment that enables staff members to have balance between work and personal responsibilities, for example through flexible working time arrangements.

GSA also offers a wide range of training courses to develop staff members' personal skills and keep in touch with the latest developments in their field. The training and professional development opportunities are attuned to the career plan and requirements of the departments.

## INTERNAL AND INTERAGENCY MOBILITY

In case of internal and interagency mobility, EUSPA and the selected candidate shall conclude a contract of employment in accordance with the EUSPA rules:

[https://www.euspa.europa.eu/sites/default/files/conditions\\_of\\_employment\\_of\\_contract\\_staff\\_ca.pdf](https://www.euspa.europa.eu/sites/default/files/conditions_of_employment_of_contract_staff_ca.pdf)

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[9] As per Articles 92 and 93 CEOS.

[10] **Household allowance** (e.g. if you have a dependent child or you are married and your spouse's income is below a defined threshold); **Dependent child allowance** (e.g. if you have a child under the age of 18 or between 18 and 26, if in specified training programme); **Education allowances** (in very specific cases) or **Payment of the education fees** applicable to the educational institutions EUSPA has an agreement with (currently more than 18 international schools in the Czech Republic and Spain, and European Schools in France and in the Netherlands); **Expatriation allowance** (16% of the sum of basic salary and other applicable allowances). **Shift allowance**: The on-shift operators are regularly required to work in three shifts, one of them at night, and including Saturdays, Sundays and public holidays. Therefore, operators are entitled to an on-shift allowance laid down in Article 56a of the Staff Regulations. The allowance is calculated in line with the terms and conditions laid down in Council Regulation No 300/76. The allowance corresponds to the amount laid down in the fourth indent of Article 1(1) of that Regulation. The on-shift allowances are €990,54 per month, subject to correction coefficient and taxation. The shift allowance will be paid only after the inclusion in the GSMC shift roster (subject to successfully obtaining the internal certification).

[11] If staff member is requested to change the residence in order to take up duties, s/he will be entitled to: **reimbursement of the travel costs**; **temporary daily subsistence allowance** (e.g. EUR 45.12 for up to 10 months or EUR 36.39 for 120 days, if no dependents); **installation allowance** (depending on personal situation, 1 or 2 months of the basic salary – paid upon successful completion of the nine-month probationary period).

[12] Currently correction coefficients for the GSA duty locations are: 88.1% for CZ, 119.9% for FR, 111.4% for

NL, 96.3% for ES. The coefficient is updated every year in December, with retroactive effect from 1 July.

[13] Pension (10.10%); health insurance (1.70%); accident cover (0.10%); unemployment insurance (0.81%).

[14] Currently: income tax: tax levied progressively at a rate of between 8% and 45% of the taxable portion of the salary; solidarity levy: 6%.

[15] Please note that the numbers in examples b) and c) are indicative and net monthly remuneration varies depending on the personal, life and social situation of the incumbent. **The various components of the remuneration are updated every year, with retroactive effect from 1 July.**

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## 9. COMMITMENT

### **Declaration of commitment to serve the public interest independently:**

The jobholder will be required to make a declaration of commitment to act independently in the public interest and to make a declaration in relation to any interest that might be considered prejudicial to his/her independence.

The jobholder will be required to carry out his/her duties and conduct him/herself solely with the interests of the European Union in mind; he/she shall neither seek nor take instruction from any government, authority, organisation or person outside his/her institution. He/she shall carry out the duties assigned with objectivity, impartiality and loyalty to the European Union.

### **Commitment to promote equal opportunities:**

The Agency is an equal opportunities employer and strongly encourages applications from all candidates who fulfil the eligibility and selection criteria without any distinction whatsoever on grounds of nationality, age, race, political, philosophical or religious conviction, gender or sexual orientation and regardless of disabilities, marital status or other family situation.

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## 10. DATA PROTECTION

The personal data requested from applicants will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, officers and agencies and on the free movement of such data (repealing Regulation (EC) N° 45/2001 and Decision N° 1247/2002/EC) and the applicable privacy statement which can be accessed

here: [https://www.euspa.europa.eu/sites/default/files/privacy\\_statement\\_selection\\_and\\_recruitment\\_2019.pdf](https://www.euspa.europa.eu/sites/default/files/privacy_statement_selection_and_recruitment_2019.pdf)

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