Seconded National Expert (cost-free)

**at the European External Action Service (EEAS)
of the European Union**

Civilian Planning and Conduct Capability (CPCC)

- <u>Communication and Information Systems Expert</u> -

Job description (job no 319668)

A. Tasks

Under the direct supervision of the Head of the Operational Support Division and the Head of Sector/Team Leader in CPCC.4, the Expert is expected to perform the following tasks:

- Assist in the planning, analysis, design, program and implementation of all aspects of CIS needs in CSDP Missions and Mission Support Platform, in cooperation and coordination with other members of the Mission Support Division as well as with the other Divisions in CPCC.
- Advise the Head of Division and his staff in CIS and InfoSec matters related to the information systems used within CSDP missions and the central IT project implemented in Brussels by MSP staff.
- Establish, propose and implement Standard Operating Procedures/Internal Guidelines containing policies and directives relating to all communication issues, and participate in the relevant work aimed at the definition of standard equipment for all CSDP missions.
- Support in the drafting and consolidation for telecommunications systems and IP network support plans and operating procedures for the CSDP missions,.
- Produce precise reports concerning CIS issues and recommend improvements for future developments in all CSDP missions.
- Support in the definition of a secure CIS architecture for the conduct of CSDP operations.
- Support the MSP IT staff in the coordination activities resolving any conflicts that might arise during the conduct of CSDP missions in the area of IT and cyber security.
- Identify possible need for improvements and updates to current application/database requirements supporting their design and implementation by the CIMA development team.
- Participate in fact finding missions, technical survey missions, etc.

B. Qualifications and Experience

- Advanced University degree, or an equivalent level of civilian or military engineer specialization in Communications Information Systems or ICT or cyber-security related disciplines.
- A minimum of 2 years of experience in IT management and design, with relevant experience in technical issues related to deployment on crisis management operations, with multi-national and international organizations,.

- Excellent background and experience in designing CIS and communications networks architecture, installation and maintenance with special focus on secure IT architecture.
- Experience in international project management and technical interface specifications, in the field of communication information systems or IT security.
- Experience in drafting procedures for the use and management of computer systems and networks, including information security and contingency planning.
- Experience in working at middle/and upper level management environment in IT related matters, such as chairing IT meetings with relevant experts in the field.
- Have a good awareness of different products, services, markets and industrial business networks related to IT sector and their applications in public administrations.

C. Desired Requirements/Skills

- Good knowledge of project management standards and methodologies (PM², Agile, Prince2) applied to IT projects
- Good knowledge of enterprise architectures with special focus on security and cloud architectures requirements
- Good knowledge of cloud environments in relation with Microsoft products and their security requirement
- Knowledge of ERP systems, Applications design, Interoperability technologies, Business processes analysis, Data analysis and data modelling can be a very useful asset
- Strong capacity in writing and presenting complex matters to non-technical audience
- Ability to communicate verbally and in writing and to give high-level presentations to different type of audience.

D. General conditions

- Candidates must be prepared to travel on mission to current or potential crisis areas and to do so at short notice.
- The heavy workload resulting from the diversity of the files handled in CPCC calls for real availability in terms of working hours.
- Candidates must currently hold a security clearance up to national Secret level, and be in a position to hold an EU Secret level security clearance.
- Be a national of one of the Member States of the European Union and enjoy full rights as a citizen.
- Maintain the highest standards of personal integrity and impartiality. Exercise greatest discretion with regard to all facts and information coming to his/her knowledge in the course of or in connection with the performance of his/her duties.
- Be able to work professionally as a member of the Division, in task forces and working groups with mixed composition (other mission-support related tasks as well as with police, judicial, civilian and military staff), in an interesting but challenging environment with unpredictable working hours and a considerable workload.
- Willingness to travel frequently and on short notice into mission and conflict areas is also essential.

[For more information related to the selection, please contact Mr Enrico INTROINI tel.: +32 2 584 2629; e-mail: Enrico.INTROINI@eeas.europa.eu]