

## NOTIFICATION OF A CIVILIAN PERSONNEL REQUIREMENT AT JOINT FORCE COMMAND BRUNSSUM HEADQUARTERS



### **Our Requirement:**

Title: Staff Assistant (Intelligence Systems)

Grade: 12

Duty Location: Brunssum, The Netherlands

Requirement filling date: as soon as possible

Closing date for applications: 15 March 2026

### **Our organisation**

Joint Force Command Brunssum (JFCBS) provides a Joint headquarters to plan, prepare and conduct operations to support NATO's core tasks, at the Joint Operational level, as directed by SACEUR.

The Operations Directorate is responsible for directing, monitoring, coordinating and assessing operational functions and advising the Chief of Staff (COS) regarding all regionally focused operational activities.

The J2 Division provides Intelligence in support of the planning, preparation, conduct and assessment of NATO assigned operations.

The Joint Intelligence Operations Branch provides intelligence support to the overall Joint Targeting effort in JFCBS and ensures intelligence contribution to situational awareness / understanding (SA/SU), feeding to the Allied Command Operations (ACO) wide database.

The Intelligence Systems Section develops, defines, implements and manages Intelligence Systems and their architecture, ensuring interoperability both within Intelligence and in exchange with others.

The incumbent is responsible for providing technical expertise, conducting engineering evaluations, and feasibility studies to ensure all current and future Intelligence and Joint Intelligence Surveillance and Reconnaissance (JISR) Systems are able to support intelligence requirements and production workflows.

### **The main duties of Staff Assistant (Intelligence Systems) are:**

- Advise the Section Head as a subject matter expert on the wide spectrum of technical and functional aspects of the NATO Intelligence\JISR Functional Area Services (Intel\JISR FAS).
- Advise and provide engineering expertise to long-term CIS planning in order to design and achieve coherent and optimal architecture of Intel\JISR Systems in support of JFCBS-led operations and exercises, ensuring that relevant technical strategies, policies, standards and practices are applied correctly.
- Analyse the JFCBS J2 Information Exchange Requirement (IER) processes and initiates development of CIS solutions supporting Intelligence product workflows in a multi-domain environment.
- Ensure that the Intel\JISR FAS capabilities are continuously operational in accordance with established procedures to satisfy needs of JFCBS J2 staff for

intelligence and information. This includes problem analysis, identification of solutions and taking preventive action to mitigate risk of the systems unavailability.

- As a technical lead, draft and maintain procedures for Intel\JISR FAS systems support, provides guidance on Functional Management and supervise the Functional Administrators, both internal and external to JFCBS.
- Deliver relevant, applicable and continuous training on Intel Systems and contributes to the Intelligence course designers to include JFCBS J2 specific training requirements.
- Advise users on the best practices and effective use of the Intelligence Systems.
- Perform engineering evaluation and feasibility studies of CIS operational requirements in J2 Division for Intelligence Support Capabilities and ensures their timely and efficient provision.
- Oversee and analyse the operation\exercise lessons learned to identify shortfalls and deficiencies of Intel\JISR FAS functionalities and negotiates with internal and external stakeholders their implementation in JFCBS and subordinated commands.
- Act as the focal point in JFCBS J2 regarding functional and operational requirements for Intelligence\JISR Functional Area Services, for both NATO and national affiliated organisations.
- Contribute with technical competence to the user acceptance test (UAT), installation\activation, configuration, and initial training of new Intelligence Systems or their enhancements.
- Liaise with SHAPE J2, NATO C&I Agency (NCIA), NATO CIS Group (NCISG), BICES Group Executive (BGX) as well as contributes to the relevant conferences, working groups and boards both internal and external to JFCBS in terms of all aspects of assigned responsibilities and duties.
- Undertake work as part of a project team as directed or assigned.

The incumbent may be required to undertake deployments in support of military operations and exercises, and/or TDY assignments, both within and without NATO boundaries. Such operational deployment may exceed 30 days duration up to 183 days in any period of 547 days and may be on short notice. For NATO International Civilian Staff, acceptance of an employment contract linked to this post constitutes agreement to deploy in excess of 30 days if required.

**Required Qualifications are:**

- English – good – NATO Standard Language Proficiency 3322 (Listening, Speaking, Reading and Writing) in accordance with NATO standard agreement (STANAG) 6001.

*NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.*

- Secondary education and completed vocational training in relevant field/subject.
- Minimum 3 year's professional experience in designing and implementing JISR/Intelligence-oriented architectures for Command and Control Systems.

- Minimum 2 years professional experience in defining and developing data flows in Information Systems networks in support of JISR/Intelligence processes.
- Engineering experience in JISR/Intelligence Functional Area Services applied to modern information management and Command and Control Information Systems.
- Experience in user functional and military operational requirements identification, analysis, engineering and converting them into Information Systems projects and development processes.
- Experience in providing systems training and assistance to user's daily activities.

**Desirable Qualifications are:**

- Experience in Intelligence field.
- Knowledge of NATO CIS and its concepts, policies and architectures.
- Experience with NATO JISR/Intelligence Systems and Services as a user.
- Completion for this position relevant training/courses.

**The successful candidate possesses following personal attributes:**

- ✓ Very good communication skills, both oral and written - able to communicate at all levels
- ✓ High level of interpersonal skills including tact and diplomacy
- ✓ Ability to work with internal and external stakeholders
- ✓ Good problem-solving skills
- ✓ Ability to take initiative
- ✓ Ability to prioritise tasks and work under pressure

The successful selected candidate needs to have a NATO security clearance and is required to pass a medical examination before an employment contract offer will be released. The medical examination will take place with our medical consultant and is required to determine if the recommended candidate is fit to perform the duties, and is deployable to NATO's areas of operation.

Due date for receipt of applications: Sunday 15 March 2026, 23:59.

Candidates have to apply electronically in NATO Talent Acquisition Program:

<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>

**IMPORTANT:**

Please be aware that a Selection Board will only assess the information provided in the job submission form including the answers to the pre-screening questions and description of your work experiences. Your answers must be comprehensive and stand alone; do not rely on attached documents for essential information (*Attachments are supporting documents and should not be referred to in the job submission*).

For example, if a pre-selection question asks you to justify how you meet the minimum experience requirement, you must explicitly detail in the answer box *how* your experience directly aligns with, or exceeds, the stated requirement. Simply stating you meet the requirement is insufficient; provide concrete examples and quantifiable details. These experiences should also be included in the description of your work experiences.

Only candidates meeting ALL essential required qualifications will be considered and be assessed in competition with other candidates.

Results are expected to be communicated by end of March 2026.

Test & Interviews will be in April 2026 and will be organised in Brunssum, The Netherlands.