

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



**Our Requirement:**

Title: Director of Finance

Grade: 22

Duty Location: Brunssum, The Netherlands

Requirement filling date: early 2027

Closing date for applications: 5 April 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 Finance Directorate (J8) is responsible for all financial operations and correct application of all funds approved for use by JFCBS.

The incumbent is responsible for the full spectrum of budgeting, contracting, accounting, financial management activities in JFCBS as well as for the Internal Control and Risk Management within the Finance Directorate.

**The main duties of Director of Finance are:**

- As the Finance Director and HQ JFCBS's Financial Controller serve as senior responsible executive for all financial management operations in the HQ.
- Forecast, monitor, execute and account for appropriated and non-appropriated fund budgets in accordance with NATO financial regulations, NATO published directives and policies, best practices and other guidance provided by SHAPE.
- Perform financial analysis of military requirements to ensure the most economical use of limited resources.
- Assist in the preparation of the centralized resource planning Medium Term Resources Plan (MTRP), Consolidate Resource Proposals (CRP) and AOM Resources Requirement Plan (ARRP) and promulgate budgetary and financial guidance in accordance with the resource planning goals.
- Advise the Commander regarding all budget and finance-related and contractual issues and processes; Assessments constitute binding advice and can only be overruled by the ACO FC through COM HQ- initiative. Represent COM JFC to the BC, the RPPB, the IC, and other ACO- committees, boards, working groups, etc., as required. In this function he provides additional information and justification; Answer to specific questions with respect to budget, MOU's, contracts, invoices and other activities having financial implications.
- Advice on the adequacy, status, propriety of utilization, and potential availability of resources provided by the BC, Multinational Agreements between participating NATO Nations, Command Morale and Welfare Activities, and advance funding from other supported nations and agencies.

- Develop and execute financial, budgetary, accounting, treasury and procurement policies and procedures as well as financial annexes and supporting budgets for operational and contingency plans and participates in committees related to operational planning
- Prepare budget estimates for JFCBS, during deployments and provide budgetary, accounting and P&C services to deployed NATO and multinational headquarters.
- Conduct budget pre-screenings during the execution process and annual budget preparation process and present the financial position to the ACO Financial Controller and the Budget Committee (BC) through the HQ Chain of Command.
- Develop procedures to control the execution of appropriated and non-appropriated funds in accordance with the NATO Financial Regulations and in accordance with supplementing instructions given by SHAPE and BC and provide advise on a variety of HQ - Boards and Committees covering appropriated and non-appropriated funds and coordinate on all decisions with financial implications.
- Is the Office of Primary Responsibility (OPR) for policy affecting the procurement, contracting, receipt, accounting, disposal for command expenditures and property control.
- Monitor all procurement and contracting activities in accordance with NATO and SC guidance and directives and directs/tasks agencies.
- Responsible for the submission of the Headquarters' Financial Statements in accordance with all applicable ACO Directives, end-of-year instructions and IPSAS (International Public Sector Accounting Standards).
- Provide subjects (based on risk management) to ACO to be audited by the ACO Internal Audit, to monitor fiscal and procedural compliance to NATO Financial Regulations, ACO Financial Directives, and supports ACO Internal Audit and International Board of Auditor activities.
- Establish and maintain a Financial Risk Register and an Internal Control Framework within the Finance Directorate based on the NFRs and further guidance by the ACO FINCON.
- May be required to perform like duties elsewhere within the organization as directed
- May be required to Chair the Contracts Award Committee.

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 – Very Good – NATO Standard Language Proficiency 4343 (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.*
- University Degree in finance, accounting, business administration, economics, public administration or related discipline.
- Minimum 15 years' post related experience.
- Minimum 5 years' experience at management level.
- A proven record of successful performance in challenging Financial Management positions (to include authority, accountability, leadership skills, influence developments, risk management, strategic relations).

**Desirable Qualifications are:**

- Experience in implementing internal control/risk management best practices according to international standards.
- Sound experience in controllership, budget management and international financing and familiarity with IPSAS accounting and Enterprise Resource Platforms (ERP) operation.
- Working Knowledge of Word Processing, Spreadsheet, Graphic Presentation, Database and Email Clients/Web Browsers.
- Experience in NATO environment (NATO budgets and NATO Financial Regulations).
- Experience with ORACLE Financials ERP.
- Completion of relevant courses / training.

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

- ✓ Mature and tactful individual possessing sound judgment, flexibility, and persuasive personality.
- ✓ Excellent communication and negotiation skills.
- ✓ A good deal of thought and judgment.
- ✓ Applies sound and flexible judgement.
- ✓ Focus on objectives and delivery of goals.
- ✓ Customer oriented and enabler mindset.
- ✓ Good leader capable of inspiring his/her staff and promote their professional development.
- ✓ Team player who embraces diversity, inclusion and gender balance.
- ✓ Strong integrity and propriety values.
- ✓ Advocates accountability and transparency.

The successful selected candidate must be able to obtain and maintain a 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, 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 5 April 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 April, early May 2026; Test & Interviews will be from 8 to 10 June 2026 (of which the first day will be an assessment center). Interviews will be organised in Brunssum, The Netherlands