

26733 - Senior Project Manager

Location: Braine-l'Alleud, Belgium.

Period: 350 (start on 09 Dec. 2026)

Deadline: 04 Nov. 2026

Duties/Roles:

- The planning, implementation and management of assigned projects in accordance with the appropriate NATO regulations and NCI Agency project management policies and procedures;
- Development of business case (including procurement strategy, benefit and risk analyses, project proposal and/or statement of works) to secure sponsor acceptance and funding;
- Execute the necessary Management, Coordination and Quality Assurance functions essential to the successful delivery of capability and services;
- Take responsibility for understanding client requirements, collecting data, delivering analysis and problem resolution;
- Deliver projects within defined Scope, Time, Cost and Quality tolerances and report on progress regularly and ad-hoc as required;
- The identification, planning and allocation of resources to meet project milestones and/or initiate corrective actions when necessary;
- Manage the projects Key Performance Indicators (KPIs) and report any recognized anomalies and initiate corrective actions;
- Manage Risks and Issues proactively, keep the Risks-/Issues log up-to-date and report any deviations directly with applicable courses of actions;
- Manage proactively the cash flow of projects and contribute to financial planning and reporting;
- Support the annual and multi-year Business Planning and forecasting by accurate planning and forecasting of own projects;
- Supervise (directly or part of a Matrix environment) teams and individuals (project team members);
- Lead meetings and conferences with team members, internal/external stakeholders and customers;
- Ensure that realistic project plans are maintained and ensure regular and accurate communication to stakeholders;
- Ensure project artefacts are of highest quality, accurate and up to-date by reviewing and maintaining them regularly;
- Participate in other project management related activities;

- Undertake relevant technical support and maintenance activities to keep project and risk plans and/or any other relevant information up-to-date in the Enterprise Business Applications;
- Deputize for higher grade staff (Principal Project Manager);
- Performs other duties as may be required.

Skills, Knowledge, Experience Required:

Mandatory:

- NATO Secret security clearance
- A minimum requirement of a Bachelor's degree at a nationally recognised/certified University in a related discipline and 3 years post-related experience.
- Or, exceptionally, the lack of a university degree may be compensated by the demonstration of a candidate's particular abilities or experience that is/are of interest to NCI Agency, that is, at least 10 years extensive and progressive expertise in duties related to the function of the post.
- A recognised formal Project Management qualification, such as PRINCE 2 Practitioner / Project Management Professional (PMP). The lack of formal qualifications can be compensated by the demonstration of expertise and experience in the domain;
- Recent extensive Project Management experience (at least three years) in a large scale IT organization;
- Experience in planning, design, system engineering and implementation of communication aspects of Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance (C4ISR) systems;
- Knowledge and experience in state-of-the-art technologies, relevant to the work, i.e. Deployable Communication and Information Systems (CIS) network design, switched multimedia networks, and familiarity with related international / commercial / industrial standards;
- Proven ability to communicate effectively orally, using tact and diplomacy, and in writing with good briefing skills.

Desirable:

- Proven success as a project team manager/leader in Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance (C4ISR) acquisition projects;
- ITIL Foundation Level Certification;

- Engineering background and technical leadership experience;
- Project Management automation (ServiceNow (SNOW)) and work collaboration tools experience;
- Knowledge of NATO or national governmental acquisition policy and procurement procedures;
- Prior experience of working in an international environment comprising both military and civilian elements;
- Knowledge of NATO responsibilities and organization, including ACO and ACT.

Required Level of Security Clearance:

NATO SECRET.