

We are currently offering a job in the position of
SPECIALIST LOGISTIC FUNCTIONAL AREA SYSTEMS (LOGFAS)

which is located in Movement and Transportation Section responsible for all current operation related to Movement and Transportation and short-term planning process and provides guidance

The main duties include:

- Acting as LOGFAS System Administrator and Manager and the main POC in all LOGFAS-related matters
- Maintaining the LOGFAS database and contributing to LOGFAS deployment planning
- Supporting the fostering of MNC NE logistic database
- Executing the input of movement data into LOGFAS
- Providing the required movement data out of LOGFAS
- Supporting the picture of current operations in HQ MNC NE with LOGFAS
- Assisting monitoring and coordination of tasks during Movement and Transportation operations and deployment of HQ MNC NE or its subordinated forces
- Supporting the Movement and Transportation Branch by development of the required data collections outside LOGFAS
- Assisting the preparation of movement contributions for logistic orders, study periods, SOP, reports etc.
- Contributing to the preparation of movement plans, documents, maps and overlays
- Updating all movement related documents and route maps

Candidates should meet the following requirements:

- University degree (preferable Logistics, Transportation or similar) or minimum 4 years of professional experience which encompasses two years at systems operator level
- Very good command of English (written and spoken);
- Very good computer skills and advanced knowledge of MS Office Package
- Proper own work organization ensuring tasks' fulfilment in a timely manner
- Responsibility for decisions and actions taken as well as created products related to assigned duties
- Full engagement in development of professional skills and knowledge related to held position
- Experience in work in a multinational environment
- Military background will be an advantage

We are offering:

- Full-time (stationary) job with an employment contract;
- Pleasant working conditions in a multinational environment;
- Challenging job with many development opportunities in a high-performance team;
- Working in an employee-oriented company;
- Employee's benefit package: 13th salary, Social Fund, group insurance, private medical care, additional 4 days of leave, unlimited access to internal gym, sports, language courses and social events;
- Opportunity to educate and increase your professional skills (courses, trainings, conferences) in NATO schools and entities (Portugal, Belgium, Germany).

How to apply?

If you are interested, please send us your application in English (marked as LOGFAS Specialist) including your CV and cover letter until 20th APRIL 2025 to the following e-mail address:

HR@mncne.nato.int

Please be also aware that the employed person will be obliged to fill in a very detailed questionnaire to be able to obtain the required Security Clearance certificate.

Please be informed that we are going to contact only selected persons.

You are kindly asked to enclose the following statement in Polish:

„Wyrażam zgodę na przetwarzanie moich danych osobowych dla potrzeb niezbędnych do realizacji procesu rekrutacji zgodnie z Rozporządzeniem Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (RODO).”