

POST REQUIREMENTS FORM

Post Title Programmer (Software Implementation)
Reference Number NCSA – CCC CSL 0170/0160
NATO Grade B5
Name

Dear Applicant,

This form has been specifically designed to aid the Recruitment Office in assessing whether or not you meet the essential and desirable qualification requirements of the aforementioned post as advertised.

If you are applying for more than one vacant post listed in separate advertisements, it will be necessary for you to complete a separate form for each vacancy.

This form consists of 2 parts. You are required to make entries in **all** blocks in **both** parts under “B” below.

Part 1 lists the Essential Qualifications of the above post. In completing **each** block under “B” in part 1, **you must provide factual information stating how you meet the respective essential qualifications quoted under “A”.**

IMPORTANT: If you do not fulfil ALL Essential Criteria, we strongly advise you not to proceed with your application.

Part 2 lists the Desirable Qualifications of the above post. In completing **each** block under “B” in part 2, you must **either** provide factual information stating how you meet the respective desirable qualification quoted under “A” **or** indicate that you do not meet it.

For more information about this post you are kindly advised to refer to the official advertisement available at our website (<http://www.nc3a.nato.int/Opportunities/SubPages/SearchVacancies.aspx>)

This form is to be completed electronically or in clearly legible handwriting and is to be returned to the NC3A Recruitment Office (recruitment@nc3a.nato.int), together with duly completed application form.

Expressions such as: please see attachment, annex, enclosed document, CV, etc., are not acceptable.

PART 1 ESSENTIAL QUALIFICATIONS

A	B
Essential Qualifications of Post	Corresponding Qualifications of Applicant
Education/Training	
Higher Secondary education and completed higher vocational training leading to a formal technical or professional certification with 3 years function related experience, or a Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 5 years post related experience	
Professional Experience	
A minimum of at least three years practical experience within the most recent years, as a programmer in software maintenance or software development activities; including program design, debugging, system integration, testing, database design and maintenance	

<p>Experience in all Lifecycle aspects of Information Systems to achieve effective system development and deployment</p>	
<p>Extensive knowledge of System Analysis principles used to perform Information Systems development</p>	
<p>Broad and sound technical knowledge and experience in distributed Information Systems as they are applied to the modern management information and Command and Control Information Systems</p>	
<p>Detailed knowledge of architectural design as applied to computer systems</p>	
<p>Sound technical knowledge on wide area networks and local area networks</p>	
<p>Practical experience in the design, development, implementation, testing and maintenance of software for modern information systems in a LAN/WAN environment</p>	
<p>Practical experience in the use of modern concepts for configuration management, quality assurance and testing</p>	

Knowledge of the operating systems and application development environments to include programming languages and relational database systems that are currently used for modern information systems	
Do you hold any official English language certificates? If so, which certificates do you hold?	
Working knowledge of word processing, spreadsheets, graphics presentations, e-mail, web browsers, databases and web content management systems	

PART 2
DESIRABLE QUALIFICATIONS

Desirable Qualifications of Post	Corresponding Qualifications of Applicant
Education/Training	
Demonstrable evidence in maintaining knowledge of advances in IS engineering	
Member of a recognized professional body or institution	
Professional Experience	
Knowledge of and practical experience with high order or object oriented programming language e.g. Java, C++, C#	
Knowledge of and practical experience with Web-based services	
Sound knowledge and practical experience in the design, development, implementation, testing and maintenance of software using high order language	

Sound knowledge and practical experience of the capability and features of modern software systems	
Knowledge and practical experience of Windows XP, Windows 2003, MOSS	
Experience with modern software programming environments and high order languages (C++, C#, Visual Studio.Net)	
Knowledge of relational database including SQL (currently in use: MS SQL Server, Sybase)	
Use of CASE tools (currently in use: PVCS Tracker, Test Director, Win Runner, Enterprise Architect, Rational Rose, PVCS)	
Experience with office automation software and in the customisation of commercial-off-the-shelf packages (COTS)	
Knowledge of modern operating systems both as a programmer and a system administrator (currently in use: WIN 2000, WIN 2003, WIN XP)	
Knowledge of System Installation Tools (Install Shield, Demo Shield).	
Knowledge of database modelling and design	

"I understand that the information provided by me above will be used in determining my qualifications for possible employment with the Agency. I realize that any false statement or omission even if unintended on my part, may lead to the cancellation of my application or may render a future appointment liable to termination."

Full Name (in Print)

(Signature)

(Date)