VACANCY NOTICE

1.   Are you eager to learn more about the NATO Chief Information Officer? Do you want to be involved in preparing strategic-level decisions, advice and policy in a variety of information communication technology (ICT) and cyber security topics?

2.   Are you willing to work in a dynamic work environment with various stakeholders such as national delegations, industry and academia? Do you have strong research and drafting skills? Are you keen to work at the heart of the preparations of high-level meetings? Then this internship position is for you!

3.   NATO is currently looking for interns to the Office of the Chief Information Officer (OCIO). This is a civil-military integrated structure, supporting the NATO Secretary General to bring ICT coherence across the NATO Enterprise's 41 civil and military bodies and more than 25,000 users.

WHO ARE WE LOOKING FOR?

ESSENTIAL:
The candidates must:
- be in the possession or in the final stage of a degree preferably in the areas of Computer Science, Security Studies, Information Management.
- possess the following levels of NATO's official language English: V ("Advanced")
- computer literacy: MS Word, Excel and PowerPoint

DESIRABLE (if any mentioned in the internship description):
The following would be considered an advantage:
- MS SharePoint.

COMPETENCIES REQUIRED:

To successfully work with the OCIO you will demonstrate the following competencies:

Analytical thinking: Breaks down problems and see basic relationships.
Clarity and accuracy: Shows general concern for order and clarity, and checks own work.
Conceptual thinking: Sees patterns on life/work experience and applies learned concepts.
Initiative: Reacts to short-term opportunities or problems.
Organizational commitment: Adheres to NATO's standards, policies and explicit values.
Teamwork: Cooperates, shares information and knowledge freely, offering support and cooperation.

SPECIAL NOTICE:

In order for the Internship Office to assess your application, please attach the following documents:

- Copy of university qualifications you have completed and/or
- Proof of ongoing studies with the dates clearly mentioned if you are still studying.

It is preferred that these documents are in one of the NATO official language (English or French). If you don't have these documents in English or French, please attach a self-translation.

Please ensure that all information is complete and accurate before submitting your application. Amendments after the submission cannot be taken into consideration for the evaluation of your application.

ADDITIONAL INFORMATION:

NATO as employer values diverse backgrounds and perspectives and is committed to recruiting and retaining a diverse and talented workforce. NATO welcomes applications of nationals from all Member States and strongly encourages women to apply.

Building Integrity is a key element of NATO's core tasks. As an employer, NATO values commitment to the principles of integrity, transparency and accountability in accordance with international norms and practices established for the defence and related security sector. Selected candidates are expected to be role models of integrity, and to promote good governance through ongoing efforts in their work.

Due to the broad interest in NATO and the large number of potential candidates, telephone or e-mail enquiries cannot be dealt with. Please note that the International Staff at NATO Headquarters in Brussels, Belgium is a non-smoking environment.