

#### Managerial Competence Criteria

- Ability to identify key strategic issues, opportunities and risks;
- Capability to communicate links between the Organization's strategy and the work unit's goals; establish/identify and communicate broad and compelling organizational directions;
- Strong managerial/leadership skills; with demonstrated experience to perform and/or oversee the analysis of complex human resources, financial, logistical or administrative management policy and program issues;
- Ability to effectively lead, supervise, mentor, develop and evaluate staff and design training/skills enhancement initiatives to ensure effective staff development;
- Excellent oral/written communication skills in English. Working knowledge of Spanish or the willingness to learn it;
- Proficiency with the Microsoft Office package.

**Remuneration and contract:** We offer an attractive remuneration package including a competitive salary (tax-free), comprehensive pension scheme and medical, educational and other social benefits as well as financial support in relocating your family. The initial contract is for a period of three years with the possibility of a fixed-term extension or permanence.

**Staff Category:** International Staff Member. The grade may be subject to change according to qualifications and the number of years of experience.

**Duty Station/Working Schedule/Place of residence:** The ESO Paranal Observatory, at Cerro Paranal (120 km south of Antofagasta), is located at an altitude of 2600 m. The working system is typically 5/2 (Monday to Friday) or 8/6 with accommodation provided on site. After a first period of 5/2 the final turno will be agreed upon with the supervisor according to the operational requirements. The place of residence will be Antofagasta or Santiago.

**Starting date:** As soon as possible.

**Applications:** If you are interested in working in a stimulating international research environment and in areas of frontline science and technology, please send us your CV in English and the ESO Application Form (to be obtained from the ESO Home Page at <http://www.eso.org/gen-fac/adm/pers/forms/>) by

**30 April 2005.**

For further information please contact Mr. Walter Demartis at [wdemarti@eso.org](mailto:wdemarti@eso.org).

You are also strongly encouraged to consult the ESO Home Page (<http://www.eso.org>) for additional information.

Although preference will be given to nationals of the Member States of ESO: Belgium, Denmark, Finland, France, Germany, Italy, The Netherlands, Portugal, Sweden, Switzerland, and United Kingdom, no nationality is à priori excluded. The post is equally open to suitably qualified male and female applicants.

---

Applications are invited for the position of an

## ALMA PROJECT PLANNER/SCHEDULER

CAREER PATH: V

The Atacama Large Millimeter Array (ALMA) is an international astronomy facility. ALMA is an equal partnership between Europe and North America, in cooperation with the Republic of Chile, and is funded in North America by the U.S. National Science Foundation (NSF) in cooperation with the National Research Council of Canada (NRC), and in Europe by the European Southern Observatory (ESO) and Spain. ALMA construction and operations are led on behalf of North America by the National Radio Astronomy Observatory (NRAO), which is managed by Associated Universities, Inc. (AUI), and on behalf of Europe by ESO.

The ALMA construction project has adopted a management structure based on the Integrated Product Team (IPT) concept. The IPT concept provides a method of managing tasks carried out across multiple organizations and locations. Each Level One WBS element is managed by an IPT responsible for delivering the required sub-systems on time, within the specified cost and meeting the project requirements. The ALMA Project Control Management System (PMCS) is centralized under the leadership of the ALMA Project Controller located in the ALMA offices in Santiago, Chile with staff located in Chile, Europe and North America.

**Purpose and scope of the position:** The successful candidate is part of the ALMA PMCS team and reports to the European Project Controller. Responsibilities include: maintaining integrated project schedules for activities conducted in Europe; coordinating work activities with IPT's; progressing schedules and assisting in identifying and resolving schedule conflicts; providing Earned Value Management (EVM) reporting and variance analysis in conjunction with the Project Controller; developing and controlling associated project documentation; providing change and problem management.

The position involves duty travels to ALMA partner regions, Chile, Europe and North America.

#### **Duties and responsibilities:**

- Using Project Planning & Control (PP&C) tools, document and maintain master and sub-project plans including schedule, tasks, milestones, resource assignments and time/expense tracking for large, geographically dispersed, IPT activities and subcontracted work.
- Configure and customize PP&C software programs including determining user requirements; establishing and maintaining multiple remote user accounts; establishing data interfaces; and developing internal and executive reports.
- Assist the Project Controller with analyzing and reporting on the required master and sub-project plans to plan, track and display IPT efforts and performance.
- Assist with the integration of cost accounting and other plans into the master project schedule to facilitate EVM; collect periodic updates and reconcile differences; develop, analyze and report on EVM metrics as directed by the Management IPT.
- Assist with development and maintenance of additional project management tools and processes to assist the Project Controller in overseeing the IPT efforts and activities.

#### **Professional requirements/qualifications:**

- University degree in Engineering or technology related fields.
- Significant experience using medium to high-end Project Planning & Control tools (e.g. Open Plan, COBRA, Primavera, MS Project Server, MS Project Professional, etc.).
- Experience of working in large collaborative multi-cultural project environments.
- Ability to coach technical and financial personnel in Earned Value Management (EVM) and project scheduling methods (e.g., critical path method).
- Project Management Professional (PMP) certification is a plus.
- Proficiency in MS Office applications (Outlook, Word, PowerPoint, Excel and Access).
- Multi-tasking competencies to manage multiple efforts or projects.
- Excellent communication skills, a good command of the English language and a strong sense of team spirit are essential.

**Duty station:** Garching near Munich, Germany.

**Starting date:** As soon as possible.

see next page

**Remuneration and contract:** We offer an attractive remuneration package including a competitive salary (tax free), comprehensive pension scheme and medical, educational and other social benefits as well as financial support in relocating your family. The initial contract is for a period of three years with the possibility of a fixed-term extension or permanence. The title, grade and level of responsibility may be subject to change according to qualification and the number of years of experience. Serious consideration will be given to outstanding candidates willing to be seconded to ESO on extended leaves from their home institutions.

**Applications:** If you are interested in working in a stimulating international research environment and in areas of frontline science and technology, please send us your CV (in English) and the ESO Application Form (<http://www.eso.org/gen-fac/adm/pers/forms/>) together with the names of four individuals willing to provide professional reference letters. Applications should be submitted by

**15 April 2005.**

For further information please contact Mr. Roland Block, Head of Personnel Department, Tel.: +49-89-3200-6589. You are also strongly encouraged to consult the ESO Home Page (<http://www.eso.org/>) for additional information about ESO.

Although preference will be given to nationals of the Member States of ESO: Belgium, Denmark, Finland, France, Germany, Italy, The Netherlands, Portugal, Sweden, Switzerland, and United Kingdom, no nationality is a priori excluded.

## PERSONNEL MOVEMENTS

### 1 December 2004 – 28 February 2005

#### Arrivals

##### Europe

Araujo Hauck, Constanza (RCH)	Paid Associate
Boxheimer, Jutta (D)	Graphics Designer
Delmotte, Nausicaa (F)	Paid Associate
Demartis, Walter (I)	Personnel Officer
Fechner, Matthias (D)	Student
Harrison, Paul (UK)	Paid Associate
Hastie, Morag Ann (UK)	Student
Kiupel, Katarina (D)	ERP System Specialist
Nilsson, Kim (S)	Student
Rahoui, Farid (F)	Student
Robinson, Mark (UK)	Programme Controller
Strazzullo, Veronica (I)	Student
Surdej, Isabelle (B)	Paid Associate

##### Chile

Amado Gonzalez, Pedro Jose (E)	Operations Astronomer
Arenas, Eduardo (PE)	Procurement Officer
Camuri, Massimiliano (I)	Electronics Engineer
Carstens, Johan (S)	Electronics Engineer
de Brito Leal, Luis Filipe (P)	Student
Gonzalez, Victor (RCH)	Software Engineer
Horst, Hannes (D)	Student
Markar, Kiriako (RCH)	Logistics Supervisor
Nicoud, Jean-Luc (CH)	Mechanical Engineer
Reveco, Johnny (RCH)	Software Engineer

#### Departures

##### Europe

Beckers, Jean-Louis (B)	Project Controller
Cioni, Maria-Rosa (I)	Fellow
Mackowiak, Bernhard (D)	Paid Associate
Huxley, Alexis (UK)	Software Engineer
Pignata, Giuliano (I)	Student

##### Chile

Alloin, Danielle (F)	Head of Science Vitacura
Arredondo, Diego (RCH)	System Administrator
Billeres, Malvina (F)	Fellow
Johansson, Lars Erik (S)	Paid Associate
Pantin, Eric (F)	Paid Associate
Ragaini, Silvia (I)	Student
Nakos, Theodoros (GR)	Student
Casquilho Faria, Daniel (S)	Student
Sbordone, Luca (I)	Student
Suc, Vincent (F)	Student

## Recent Proceedings from the ESO Astrophysics Symposia

Volume	Title	Editors
16/2003	Astronomy, Cosmology and Fundamental Physics	Peter A. Shaver, Luigi DiLella, Alvaro Giménez
15/2004	Toward an International Virtual Observatory	Peter J. Quinn, Krzysztof M. Górski
14/2003	Extragalactic Globular Cluster Systems	Markus Kissler-Patig
13/2003	From Twilight to Highlight: The Physics of Supernovae	Wolfgang Hillebrandt, Bruno Leibundgut
12/2003	The Mass of Galaxies at Low and High Redshift	Ralf Bender, Alvio Renzini
11/2003	Lighthouses of the Universe: The Most Luminous Celestial Objects and Their Use for Cosmology	Marat Gilfanov, Rashid Sunyeav, Eugene Churazov
10/2003	Scientific Drivers for ESO Future VLT/VLTI Instrumentation	Jaqueline Bergeron, Guy Monnet
9/2003	The Origin of Stars and Planets: The VLT View	João F. Alves, Mark J. McCaughrean
8/2003	Gamma-Ray Bursts in the Afterglow Era	Enrico Costa, Filippo Frontera, Jens Hjorth
7/2003	Deep Fields	Stefano Cristiani, Alvio Renzini, Robert E. Williams
6/2003	Mining the Sky	Anthony J. Banday, Saleem Zaroubi, Matthias Bartelmann
5/2003	Quasars, AGNs and Related Research Across 2000	Giancarlo Setti, Jean-Pierre Swings

For further information look at <http://www.springerlink.com/openurl.asp?genre=journal&issn=1431-2433>