



# EU Space Innovation Officer

## Vacancy details

<b>Type of contract</b>	Temporary Agent	<b>Reference number</b>	EUSPA/2025/AD/009
<b>Grade/Function group</b>	AD6	<b>Place of employment<sup>1</sup></b>	Prague / Czech Republic
<b>Deadline for applications</b>	25.09.2025 11:59 AM (GMT+2)		
<b>Contract duration (Y)</b>	5	<b>Possibility of renewal<sup>2</sup></b>	yes
<b>Desired start date</b>	As soon as possible	<b>Possible reserve list valid until</b>	31.12.2026
<b>Organisational department</b>	Market Downstream and Innovation	<b>Reporting to<sup>3</sup></b>	Head of Department or their assignee
<b>Level of security clearance<sup>4</sup></b>	CONFIDENTIEL UE / EU CONFIDENTIAL		

**[1]** The place of employment is subject to changes in the interest of the service and always under due consideration of the Staff Member's interests. **[2]** Possibility of renewal for a fixed period and a further renewal for an indefinite period on the conditions set out in the Staff Regulations and in the Conditions of Employment for Other Servants **[3]** The organisational department and the hierarchical reporting line may change in line with the developments of the EUSPA and department's organisation. **[4]** The successful candidate shall be able and willing to apply for a personnel security clearance at the level defined above immediately after the contract signature or at a later stage. The procedure for obtaining a personnel security clearance shall be initiated on request of the employer only, and not by the individual candidate. Description of the EU classified information levels is available [here](#).

## 1. EUSPA AND THE HIRING DEPARTMENT

The European Union Agency for the Space Programme (EUSPA) provides safe, secure, and innovative satellite navigation and communication services for Europe. We advance the commercialization of Galileo, the European Geostationary Navigation Overlay Service (EGNOS), and Copernicus data and services, while engaging in secure SATCOM (GOVSATCOM & IRIS<sup>2</sup>), and operating the Space Surveillance and Tracking (SST) Front-Desk. Our work strengthens European autonomy in space technologies, fosters innovation, and supports critical sectors such as transport, agriculture, and economic development across the EU. For more information on the EUSPA and the EU Space Programme, [click here](#).

At EUSPA, we aim for our workforce to be representative of European society and strongly welcome applications from all qualified candidates. We actively seek to create a workplace where each staff member feels valued and respected, can give their best and can develop to their full potential. We believe that diversity drives excellence and we are committed to creating an inclusive environment where everyone can thrive and contribute to our shared mission. To promote diversity and establish a geographically balanced pool of

candidates, we strongly encourage applicants from Member States which are underrepresented in the Agency workforce to apply. These Member States are currently Austria, Croatia, Cyprus, Denmark, Estonia, Finland, Germany, Hungary, Ireland, Latvia, Lithuania, Luxembourg, the Netherlands, Poland, Slovenia and Sweden. Recruitment will, however, remain strictly based on the merits of all applicants and no advantage will be given and no positions will be reserved for nationals of any specific Member State.

The Market Downstream and Innovation Department's main responsibilities are related to the development of the market and uptake of EU space technologies. One of the main objective is also to foster the entrepreneurship and start-ups, and to support the creation of innovative applications and user technology via Research and Innovation and other programs.

The position requires permanent relocation to the Agency's headquarters in the heart of Europe – Prague.

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## 2. TASKS AND RESPONSIBILITIES

We are looking for a dynamic proactive person for the role of EU Space Innovation Officer. The job holder will be responsible for managing several aspects of Research & Innovation, market and user uptake in the governmental and resilience domain<sup>5</sup> as well as in other market areas and contribute to the overall objectives of increasing EU industry competitiveness and growing opportunities for new space companies.

The EU Space Innovation Officer will have the following main tasks and responsibilities:

- Implement user uptake and market development activities in the governmental and resilience domain, across all the EU Space Programme components (e.g. Galileo, EGNOS, Copernicus, GOVSATCOM and in the future possibly IRIS<sup>2</sup>);
- Establish collaboration with key national and/or European stakeholders to promote and maximises the use of data and services offered by the EU Space Programme components, also fostering innovation and implementing dedicated actions (e.g. pilot projects);
- Ensure technical understanding of how the EU space data and services, from robust navigation to secure satellite communications, can be used in various application areas, with particular emphasis on applications requiring resilience and trustworthiness and advise downstream companies on how to leverage space data in their solutions and business;
- Implement actions of “A vision for the space economy” European Commission communication, as well as of “EU Preparedness Union Strategy” and other relevant initiatives, for the part assigned to EUSPA;
- Support the Market Downstream and Innovation department in the management and valorisation of the Research and Innovation projects portfolio and its network of start-ups and SMEs;
- Implement contracts and grants, including evaluations, financial and legal tasks in coordination with the related departments;
- Create partnerships with larger companies that could be interested in testing solutions with start-ups or procure products or value-added services from start-ups or from results of R&I projects;
- Support the administration aspects of the department, including definition and implementation of new processes and improvement of existing ones, reporting to the European Commission and to the Administrative Board, etc.;
- Contribute to other tasks of the Department as deemed necessary and liaise with other departments, notably in the area of Administration and Operations, to ensure the execution of related corporate tasks, such as planning, reporting, administration, financial & budget management, risk management.

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**[5]** This domain includes applications aimed at protecting people, ensuring situational awareness, deterring and mitigating hostile actions, and managing a wide spectrum of threats, risks, and hazards that may endanger EU citizens, the society and the critical infrastructure.

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### 3. ELIGIBILITY CRITERIA

We welcome applications from all candidates who meet the following eligibility criteria, on the closing date for application:

1. Have a level of education which corresponds to completed university studies<sup>6</sup> of at least three years attested by a diploma
2. Appropriate professional experience<sup>7</sup> of **at least three years** after having obtained the required diploma
3. Be a national of a Member State of the European Union, Iceland or Norway
4. Be entitled to their full rights as citizen
5. Have fulfilled any obligations imposed by the applicable laws concerning military service
6. Meet the character requirements for the duties involved<sup>8</sup>
7. Have a thorough knowledge (minimum C1 level) of one of the languages of the European Union<sup>9</sup> and a satisfactory knowledge (minimum B2 level) of another language of the European Union<sup>9</sup>
8. Be physically fit to perform the duties linked to the post<sup>10</sup>

Temporary agents (2f) from EUSPA and other EU agencies are also invited to apply in accordance with the following EUSPA rules: [https://www.euspa.europa.eu/sites/default/files/2024-04/conditions\\_of\\_employment\\_of\\_temporary\\_staff\\_ta.pdf](https://www.euspa.europa.eu/sites/default/files/2024-04/conditions_of_employment_of_temporary_staff_ta.pdf). The grade bracket applicable for internal and inter-agency mobility is AD6 – AD7.

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**[6]** Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration. Qualifications/diplomas awarded in the United Kingdom until 31/12/2020 are accepted without further recognition. For diplomas awarded in the United Kingdom after this date (from 01/01/2021), a NARIC recognition is required: <https://www.enic-naric.net/>

**[7]** Only appropriate professional experience acquired after achieving the minimum qualification stated in point 1. shall be considered. Where additional periods of training and study are accompanied by periods of professional activity, only the latter shall be considered as professional experience. Compulsory military service or equivalent civilian service accomplished after achieving the minimum qualification stated in point 1. shall be taken into consideration. Internships will be taken into consideration, if they are paid. Professional activities pursued part-time shall be calculated pro rata, on the basis of the percentage of full-time hours worked. A given period may be counted only once.

**[8]** Prior to the appointment, the successful candidate will be asked to provide a Police certificate confirming the absence of any criminal record.

**[9]** The languages of the EU are: Bulgarian, Croatian, Czech, Danish, Dutch, English, Estonian, Finnish, French, German, Greek, Hungarian, Irish, Italian, Latvian, Lithuanian, Maltese, Polish, Portuguese, Romanian, Slovak, Slovene, Spanish, Swedish. The level shall be determined according to the Common European Framework of Reference for Languages.

**[10]** Before a successful candidate can be appointed, they will be medically examined by a selected medical service so that the Agency will be satisfied that they fulfil the requirement of Article 28(e) of the Staff Regulation of Officials of the European Communities.

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### 4. SELECTION CRITERIA

All eligible applications that meet the criteria outlined above will be fairly and objectively assessed against the selection criteria based solely on the information candidates provide in their applications. The Selection Board responsible for this selection will determine the criteria to be assessed in the various phases of the selection procedure (assessment of the application forms, interview and written test) prior to being granted access to the names of the applicants.

The selection is based on a comparative assessment of eligible candidates against all the selection criteria. Even candidates who do not excel in every single criterion may still be successful in the overall assessment and are therefore encouraged to apply.

**When completing the online application, please clearly highlight your relevant skills and experiences that demonstrate how your profile aligns with the requirements below.**

#### **Professional experience and expertise**

1. Experience in working with innovation projects or start-up support programs in high tech / deep tech;
2. Experience in business development of products/solutions in high tech/deep tech;
3. Experience in full project management cycle, including procurement, budget and contract management;
4. Knowledge of EU space technologies, their potential markets, technology or applications;
5. Excellent command of both written and spoken English;

#### **Required competencies**

6. Motivation for the post;
7. Effective communication;
8. Transversal collaboration and working in teams;
9. Flexibility and adaptability;
10. Result orientation, prioritising and organising.

We warmly encourage candidates from all backgrounds, experiences, and identities to apply. Your unique perspective and talents are valued and essential to our success.

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## **5. SELECTION PROCEDURE**

The current vacancy aims to fill 1 (one) post and establish a reserve list. The established reserve list may be used for another current or future site of the Agency.

A detailed description of the selection process is available [here](#).

The interview and written test are currently scheduled for October/November 2025; however the date may be adjusted based on the availability of the Selection Board members.

To ensure a fair and transparent process for all candidates, direct or indirect contact with Selection Board members is not permitted. Any breach of this rule will result in disqualification from the selection procedure. Any questions regarding the selection procedure should be addressed only to: [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu).

In addition, candidates having any personal relationship within the EUSPA shall declare such situation to [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu).

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## **6. APPLICATION PROCEDURE**

To apply for this position, candidates need to create an account and register through the EUSPA e-recruitment tool.

Please note that only applications submitted via the e-recruitment tool will be accepted. Applications sent by email or post cannot be considered.

To ensure fairness, submitting multiple applications for the same position using different accounts will result in exclusion from the selection procedure.

**Important:** The information you provide in your online application is the sole basis for assessing your eligibility and matching your profile to the selection criteria. We encourage you to carefully review the requirements and provide detailed, clear information — especially regarding your education and professional experience. Include

exact dates, descriptions of your responsibilities, and duties performed to help us understand your qualifications and experience fully. It is your responsibility to complete the application accurately and thoroughly, avoiding any unclear information or typographical errors.

To facilitate the selection process, please complete all sections of the application in English.

Applications must be received by the closing date specified in the vacancy notice to be considered. We recommend submitting your application well before the deadline to avoid any technical issues, as the Agency cannot be held responsible for last-minute problems with the e-recruitment tool, especially during periods of high traffic.

If you require technical support, please send your request to [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu) at least two working days before the application deadline. Requests received later may not be addressed in time.

For detailed instructions on completing your application, please consult the e-recruitment guideline.

If you have any questions about the selection procedure, feel free to contact us at [jobs@euspa.europa.eu](mailto:jobs@euspa.europa.eu). We are here to support you throughout the process.

## 7. APPEAL PROCEDURE

If a candidate considers that they have been adversely affected by a particular decision, they can lodge a complaint under Article 90(2) of the Staff Regulations of Officials of the European Union and Conditions of employment of other servants of the European Union; submit a judicial appeal under Article 270 of the Treaty on the Functioning of the EU (ex Art. 236 of the EC Treaty) and Article 91 of the Staff Regulations of Officials of the European Union; or make a complaint to the European Ombudsman.

Details on how to initiate these processes are available [here](#).

## 8. SUMMARY OF CONDITIONS OF EMPLOYMENT

### FINANCIAL ENTITLEMENTS

The remuneration includes a basic monthly salary<sup>11</sup> along with any applicable additional allowances<sup>12</sup> as well as reimbursements<sup>13</sup> for eligible expenses upon submission of evidence.

The total of your basic salary and any allowances is adjusted according to a correction coefficient based on the location of the post<sup>14</sup>. The sum of standard social security deductions from salary at source is subtracted from the weighted amount<sup>15</sup>. Please note that while the full pay is exempt from national income tax, it is subject to internal income tax and a solidarity levy as per applicable regulations<sup>16</sup>.

We ensure transparency and fairness in our compensation, supporting all employees equitably (zero pay gap).

Examples of net monthly salaries (as currently applicable in the Czech Republic) are presented below:

<b>AD 6 - Step 1 (less than 6 years of work experience after the relevant diploma)<sup>17</sup></b>		
a) Minimum final net salary (without any allowances)	b) Final net salary with expatriation allowance	c) Final net salary with expatriation, household and 1 dependent child allowance
4,756.17 EUR	5,748.86 EUR	6,833.40 EUR
<b>AD 6 - Step 2 (6 or more years of work experience after the relevant diploma)<sup>17</sup></b>		
a) Minimum final net salary (without any allowances)	b) Final net salary with expatriation allowance	c) Final net salary with expatriation, household and 1 dependent child allowance
4,933.02 EUR	5,967.44 EUR	7,066.00 EUR

### WORKING CONDITIONS AND BENEFITS

Discover our comprehensive welfare package designed to support your well-being and career growth. It includes generous leave entitlements, social security benefits, and professional development opportunities—all thoughtfully designed to help you maintain a healthy work-life balance. Learn more about how we invest in our people here.

## INTERNAL AND INTERAGENCY MOBILITY

Please note that in case the selected candidate can benefit from the internal or interagency mobility, a contract of employment will be concluded in accordance with the applicable EUSPA rules.

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**[11]** As per Articles 92 and 93 CEOS.

**[12] Household allowance** (e.g. if you have a dependent child or you are married and your spouse's income is below a defined threshold); **Dependent child allowance** (e.g. if you have a child under the age of 18 or between 18 and 26, if in specified training programme); **Education allowances** (in very specific cases) or **Payment of the education fees** applicable to the educational institutions EUSPA has an agreement with (currently more than 18 international schools in the Czech Republic and Spain, and European Schools in France and in the Netherlands); **Expatriation allowance** (16% of the sum of basic salary and other applicable allowances).

**[13]** If the staff member is requested to change the residence in order to take up duties, they will be entitled to: reimbursement of the travel costs; temporary daily subsistence allowance (EUR 53.17 for up to 10 months, with dependents; or EUR 42.89 for up to 120 days, if no dependents); installation allowance (depending on the personal situation, 1 or 2 months of the basic salary – paid upon successful completion of the nine-month probationary period).

**[14]** Currently correction coefficients for the EUSPA duty locations are: 91,8% for CZ, 114,2% for FR, 111,4% for NL, 92,3% for ES. The coefficient is updated every year, with retroactive effect from 1 July.

**[15]** Pension (12.10%); health insurance (1.70%); accident cover (0.10%); unemployment insurance (0.51%).

**[16]** Currently: income tax: tax levied progressively at a rate of between 8% and 45% of the taxable portion of the salary; solidarity levy: 6%.

**[17]** Kindly note that the numbers in examples b) and c) are indicative and net monthly remuneration varies depending on the personal, life and social situation of the incumbent. **The various components of the remuneration are updated every year, with retroactive effect from 1 July.**

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## 9. COMMITMENT

### Commitment to Serving the Public Interest with Integrity

All jobholders will be asked to affirm their commitment to act independently and in the public interest. They will also be required to declare any potential conflicts of interest that could affect their impartiality.

In carrying out their duties, jobholders are expected to act solely in the interests of the European Union, maintaining objectivity, impartiality, and loyalty. They must not seek or accept instructions from any external government, authority, organisation, or individual outside their institution.

### Commitment to Equal Opportunities

The Agency is proud to be an equal opportunities employer and warmly welcomes applications from all qualified candidates. We are committed to fostering a diverse and inclusive workplace, free from discrimination. We believe that diversity enriches our work and strengthens our mission to serve the European Union effectively.

## 10. DATA PROTECTION

The personal data requested from applicants will be processed in line with Regulation (EU) N° 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, officers and agencies and on the free movement of such data (repealing Regulation (EC) N° 45/2001 and Decision N° 1247/2002/EC) and the applicable privacy statement which can be accessed [here](#).

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