

# VN 25/52 Facility Management Technician

EUMETSAT is Europe's meteorological satellite agency, operating a fleet of satellites delivering weather and climate-related satellite data and images to our users worldwide; helping protect lives, property and industries.

EUMETSAT is headquartered in Darmstadt, where over 1,100 employees and contractors from 30 Member States collaborate to develop and operate a fleet of state-of-the-art earth observation satellites. The headquarter also houses a large data centre building and the operations control centre which is staffed 24 hours a day and 7 days a week to ensure that EUMETSAT's important mission can be fulfilled.

The headquarter campus has recently seen a large expansion through the construction of new buildings, including an own Childcare Centre.

Within the General Services Division, the Facilities Management Technician is part of a team of technicians reporting to the Mechanical (HVAC) Engineer and contributes to the installation and maintenance of EUMETSAT Headquarters' buildings, facilities and technical infrastructure. These activities include direct coordination and supervision of maintenance service providers, regular performance testing and technical inspections, as well as practical activities were necessary regarding the technical infrastructure of buildings, but with a focus on administrative activities. He/she contributes to the activities of the division's team responsible for providing on-call assistance.

## Duties

- Support the maintenance of the technical infrastructure of the Headquarters buildings in Darmstadt, in particular the HVAC (Heating, Ventilation, Air-Conditioning) and sanitary systems, building monitoring systems (e.g. Siemens Desigo CC, Tridium Niagara
- Establishment and follow-up of an escalation matrix for the failure management of the special HVAC building monitoring systems and neighbouring trades in cooperation with the Technical Officers;
- Perform small installation works and repairs, resolve and follow-up



### LOCATION

Darmstadt,  
Germany



### QUALIFICATIONS

Full secondary education and appropriate professional qualifications and experience as a technician in the HVAC area.

A master craftsmen or state-certified-technician degree or similar education and training would be advantageous.



### LANGUAGES

The official languages of EUMETSAT are English and French. For the post, candidates must be able to work effectively in English and due to interactions with local suppliers, have a good knowledge of German.



### DEADLINE

23 September 2025

- Framework) and further building and fire safety systems like sprinkler systems, fire doors and in general windows, blinds etc. Furthermore, provide support to power systems and elevators;
- Supervise and coordinate technical service providers for maintenance and installation activities; perform planning, scheduling and coordination of extensions and refurbishments of assigned facilities and technical systems;
  - Perform regular technical inspections of EUMETSAT's building infrastructure and record and monitor the handling of identified anomalies; Regular technical checks of the technical building infrastructure, including a monthly test of sprinklers, load tests of diesel generators, fire load inspections, taking frequent cooling water samples as part of the operator obligation, quarterly particle measurement and thermal checks, etc.;
- trouble tickets related to technical infrastructure received via service desk calls;
- Perform procurement activities in line with EUMETSAT's procurement procedures for assigned facilities and technical systems;
  - Support the Facility Management documentation activities in various systems (M Files, speedikon); and
  - Participate in the Technical Facility Management 24/7 stand-by and call out team.

## Skills and Experience

- Proven knowledge with technical building systems and their installation (including HVAC systems and related building monitoring systems) as well as fire safety systems and other mechanical building systems and installations. Those activities should preferably have been performed in an ISO 9001 certified environment and in accordance with formalized

documentation of work practices and procedures;

- Knowledge of regulations and standards applicable to HVAC installations and systems;
- Computer skills and proficiency in MS Office, Outlook, SAP, CAD software (preferably AutoCAD) and CAFM systems;
- Knowledge of occupational health and safety and fire prevention;
- Experience and skills in administrative/procurement/technical support and capacity to work independently;
- Strong analytical, problem solving and communication skills, and the ability to work within a team.

## Employment Conditions

The initial contract will be of 4 years' duration, with subsequent 5 year contracts being awarded thereafter, subject to individual performance and organisation requirements. There is no limit to the amount of follow-up contracts a staff member can receive up to the EUMETSAT retirement age of 63 and there are certainly opportunities to establish a long career perspective at EUMETSAT.

This post is graded B4/B6 on the EUMETSAT salary scales. The minimum basic salary for this post is EURO 5 607 per month (net of internal tax but excluding pension contribution and insurances) which may be negotiable on the basis of skills and experience. The salary scale provides for increments on the anniversary of taking up employment, and scales are reviewed by the EUMETSAT Council with effect from 1 January each year. In addition to basic salary, EUMETSAT offers attractive benefits. Further information, including salary details, is available on the EUMETSAT web site.

**EUMETSAT is committed to providing an equal opportunities work environment for men and women.**

**Please note that only nationals of EUMETSAT Member States may apply. The EUMETSAT Convention requires that Staff shall be recruited on the basis of their qualifications, account being taken of the international character of EUMETSAT.**

## About EUMETSAT

EUMETSAT is Europe's meteorological satellite agency. Its role is to establish and operate meteorological satellites to monitor the weather and climate from space - 24 hours a day, 365 days a year. This information is supplied to the National Meteorological Services of the organisation's Member States in Europe, as well as other users worldwide.

EUMETSAT also operates several Copernicus missions on behalf of the European Union and provide data services to the Copernicus marine and atmospheric services and their users.

As an intergovernmental European Organisation, EUMETSAT has 30 Member States (Austria, Belgium, Bulgaria, Croatia, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, The Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.)

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