Temporary Capacity and Licence Management Officer

LOCATION
Darmstadt, Germany

QUALIFICATIONS
University degree in a relevant discipline.

LANGUAGES
Candidates must be able to work effectively in English

DEADLINE
27 October 2026

EUMETSAT is growing, and its IT infrastructure is a key component in supporting the organisation's business needs.

Within the Infrastructure for IT and Data (I2D) Division, the Capacity and Licence Management Officer will contribute to the sustainable and efficient management of the IT infrastructure.

This role will consolidate demand, plan the required growth of the IT infrastructure layer, and foster synergies and efficiencies in the procurement of IT equipment. It will also control and optimise licence usage across the IT infrastructure domain, increasing transparency in licence consumption.

Its core responsibilities include:

- Licence allocation, avoiding licence shortages and ensuring licence compliance.
- Capacity monitoring, overseeing the licence and capacity status of infrastructure systems.
- Cost optimisation, analysing usage patterns to effectively manage licence consumption.
- Audit readiness, maintaining accurate inventories of deployed assets and software catalogues.

NB This is not an EUMETSAT staff role. Whilst EUMETSAT is managing the recruitment process, the successful candidate will be engaged through a German AUG employment agency and will be working under their terms and conditions which will align with German Labour Law. Applicant must have right to work in Germany. No work permit or visa support will be possible.

The expected duration on this temp contract is 24 months

Duties

- Act as the focal point for capacity and licence administration within I2D, which is responsible for a large volume of assets and licences in the operational environment.
- Establish capacity and licence management processes at the
- Oversee capacity and licence administration across the IT infrastructure layer with the objective of promoting transparency, efficiency, and identifying areas for improvement. Regular reporting to management.

infrastructure level (I2D) – working together with infrastructure system owners and process owners - and support their eventual extension across the organisation.
- Implement the agreed processes at the infrastructure level.
- Support internal and external licence audits.

Skills and Experience

- Proven experience in capacity and licence management positions or in a comparable role.
- Demonstrated experience in drafting and implementing processes.
- Strong analytical, problem-solving, and reporting skills (e.g. Excel, Power BI, etc.).
- Excellent communication and coordination skills, with the ability to work effectively with multidisciplinary teams, stakeholders, and industrial partners.

Employment Conditions

The Temporary Capacity and Licence Management Officer will work on a full-time basis. The role will be based at the EUMETSAT headquarters in Darmstadt, Germany. Remote working will not be possible.

Interviews for this position will be held in English, followed by a work-related assessment also in English.

The monthly salary band for this role is Euro 4369 - Euro 5961 (Gross) based on skills and experience.

The target start date is as soon as possible and the expected duration will be 24 months.

This is NOT a staff role. The successful candidate would be employed through an AUG temp agency for the duration of the contract. Agency employment conditions will apply and these will be aligned with German Labour Law. Applicants will need to have the right to work in Germany. Visa or work permit support will not be provided.

EUMETSAT is committed to providing an equal opportunities work environment for men and women.
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, Türkiye and the United Kingdom.)

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