

VN 26/36 Project Controller Analyst

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.

Within our Project Planning and Control Competence Area (PPC CA), the Project Controller Analyst will be providing financial, budget, cost planning and control activities for two Departments - Technical and Scientific Support (TSS) and the Operations and Support to Users (OPS).

In this role, the successful candidate will be collaborating closely with our core technical teams across the organisation. She/he will support all activities that ensure that budget and financial planning activities for maintenance and operations are correctly performed and will contribute to budget implementation and control.

Duties

- Prepare the Sketch and Draft Budgets and related long-term financial planning in coordination with the Lead Project Controller, including planning of necessary procurements, related milestones, consolidation and reporting;
- Set-up and maintain cost-at-completions calculations for programmes in their operational phase in coordination with Lead Project Controller;
- Support the SAF (Satellite Application Facilities) team with operational and administrative tasks;
- Monitor and support the yearly budget implementation and
- Perform cost and schedule analyses, establish cost scenarios and support cost estimations for major cross-organisational projects;
- Define and implement progress reporting to management, including relevant indicators analysis of deviations and trend assessments, in coordination with Lead Project Controller;
- Deputise for the Lead Project Controller in case of absence;
- Support the Project Planning and Control Competence Area Manager and contribute to the overall harmonisation and



LOCATION

Darmstadt,
Germany



QUALIFICATIONS

University degree in Engineering, Business Administration/ Economics or equivalent in a relevant discipline.



LANGUAGES

Candidates must be able to work effectively in English and have some knowledge of French.



DEADLINE

9 September 2026

perform related cost control activities such as verifying procurements against approved budgets and processing of invoices, in coordination with the OPS/TSS Project control team – as well as handle complex procurements and anticipate any major deviations for the year-end financial closure process;

improvement of project planning and control processes, standards and methodologies, working practices and tools, in coordination with Lead Project Controller.

Skills and Experience

- Proven experience in budget controlling, and project planning and control activities including managing resource allocation, preferably in an engineering environment with multi-years projects;
- Proven knowledge and practice of administrative processes based on ERP systems (e.g. SAP) and strong MS Office skills (Word, Excel, Access). Knowledge on Power BI and similar reporting tools will be considered an advantage;
- Ability to process high volumes of data efficiently and synthesise complex information using MS Excel and other tools with a high degree of accuracy;
- Proactivity, strong capability for independent and analytical thinking and seeing the big picture while maintaining a focus on details;
- Ability to work in a structured and methodical manner, combined with flexibility and strengths in analysis, synthesis, reporting and presentation;
- Very good interpersonal, written and oral communication skills, with a proven ability to apply these to interact with management and stakeholders as well working within, and across, teams;
- Good team-working and interpersonal skills with the ability to apply them both within and across team. Experience working in a matrix-based organisation would be an advantage.

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 A2/A4 on the EUMETSAT salary scales. The minimum basic salary for this post is EURO 7,553 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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