

VN 25/62 Health and Safety Officer (Closed)

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 1,000 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 (GES), the Health and Safety Officer, reporting to the Facility Services and Health & Safety Manager, ensures that the occupational Health and Safety Policy in EUMETSAT is implemented in a consistent manner across the Organisation.

As member of the Facility Services team, the position furthermore supports the team in service contract management and service monitoring.

Duties

- Maintain and update the Health and Safety roadmap based on inputs from management reviews, risk assessments, evacuation drills, maturity assessments, and gap analyses.
- Regularly revise occupational Health and Safety documentation (e.g. procedures, response plans, training materials, intranet
- Lead Health and Safety exercises, overseeing planning, execution, documentation, and follow-up actions.
- Manage the EUMETSAT Health and Safety Network and serve as the main contact for Safety Representatives.
- Support internal and external audits related to occupational Health and Safety.
- Conduct regular



LOCATION

Darmstadt,
Germany



QUALIFICATIONS

University degree, or qualification as certified master craftsman/ industrial foreman or, certified technician in a relevant engineering discipline such as electric power or mechanical systems.

Furthermore, a certification as occupational health and safety specialist, and as minimum the German qualification of *Fachkraft für Arbeitssicherheit*, is a mandatory requirement for the post.



LANGUAGES

The official languages of EUMETSAT are English and French. Candidates must be able to work effectively in English. In addition,

content) to reflect ongoing improvements.

- Monitor and support the implementation of Health and Safety practices across all EUMETSAT divisions, providing expert guidance to divisional management.
- Organise and prepare Health and Safety Team meetings (quarterly) and Steering Committee meetings (biannually), acting as Secretary for policy review and implementation tracking.
- Coordinate the lessons learned process following incidents, events, or complaints related to Health and Safety.
- Plan and coordinate organisation-wide Health and Safety training, including onboarding sessions, awareness presentations, and role-specific training (e.g. First Aiders, fire wardens, evacuation coordinators).

inspections of workplaces and construction areas, addressing identified risks and support Health and Safety inspections by authorities or Contractors.

- Oversee the use and condition of technical infrastructure and equipment related to Health and Safety.
- Provide backup support for FM Services Team members in contract management and service delivery during absences.

due to interactions with local authorities and service providers, the candidate must also be able to work effectively in German.



DEADLINE

4 December 2025

Skills and Experience

- Proven experience as Health and Safety specialist in a technical and office environment in a midsize to large industrial company/organisation;
- Experience with administrative and technical processes and their relevance to occupational Health and Safety is required;
- Strengths in analysis, synthesis and presentation, coupled with very good interpersonal skills and a proven ability to apply these to the interactions within a team and between teams;
- Experience with a Health and Safety Management System (ISO 45001) and a Quality Management System (ISO 9001) would be advantageous.

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 7340 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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