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Domain Owner

Type of Selection: External

Contract Type: Contract agent

Function Group: FG IV

Section: DT.1.2 - Digital Transformation Section

Deadline for application: 30/08/2026 at 23:59 CEST

Experience Level: Professional

Approx. number of candidates on reserve list: 5

Location: Cologne, Germany

Monthly gross compensation (€): 4,319.72 - 6,256.88

EASA is the leading aviation authority in Europe. A career at EASA means contributing to our vision for an ever safer and greener civil aviation. As an EASA employee, you will be making a difference to the lives of about 500 million fellow Europeans: this is our shared purpose and it could be yours, too. From our headquarters in Cologne, Germany, you will work with top experts in a multicultural work environment. [Diversity and Inclusion](#) are part of our DNA and innovation is at the heart of what we do. We ensure that aviation is safe in all phases: beginning with the certification of the aircraft to the rules for the air operation and crew. For more information about the Agency please consult our [website](#) and take a look at our [organisation structure](#). Are you interested to contribute to our mission? Then see below what it takes to accomplish the role.

We are an equal opportunities employer, committed to diversity and non-discrimination. To further enhance the diversity of our workforce, we particularly encourage applications from female candidates.

Job Overview

As a trusted partner across different business and technology functions and units, advance EASA's digitalisation by jointly running process optimisation activities and implementing digital (standard) technologies, ensuring the effectiveness and efficiency of EASA's business processes. Drive change management activities associated with digitalisation initiatives, ensuring stakeholder engagement, user adoption, and the sustainable implementation of new processes and digital solutions.

Main Accountabilities

- Drive EASA's digitalisation initiatives within the assigned domain, ensuring alignment with organisational strategy, operational objectives, and regulatory requirements.
- Act as a trusted partner between business and technology functions, fostering strong collaboration across departments, operational units, and external stakeholders.
- Liaise across the organisation to analyse, optimise, standardise, and digitalise business processes.
- Conduct lean process assessments and operational reviews, challenging existing practices and identifying opportunities for simplification, automation, and continuous improvement.
- Facilitate the design, implementation, and adoption of modern digital solutions aligned with EASA's standard technologies, enterprise architecture, and governance frameworks.
- Promote and enable effective cross-functional, cross-departmental, and vertical collaboration to ensure integrated and efficient operational delivery.
- Develop and support robust business cases, including value assessments, prioritisation criteria, cost-benefit analyses, and implementation roadmaps for digitalisation initiatives.
- Drive measurable value creation through digital transformation by improving operational efficiency, process effectiveness, compliance, user experience, and organisational performance.

Admission Criteria

The following constitute eligibility and essential criteria for the role and for being admitted to the selection process. Candidates not fulfilling these criteria by the deadline for applications, will be excluded from the selection:

- Have a thorough knowledge of one of the languages of the European Union (at least level C1) and a satisfactory knowledge of another language of the EU to the extent necessary for the performance of the duties (at least level B2). One of the required languages shall be English*.
- Be a national of a Member State of the European Union, Iceland, Liechtenstein, Norway or Switzerland.
- Completed university studies of at least 3 years, attested by a diploma in Business Administration, Information Systems, Engineering, Organisational Development, Public Administration, Digital Transformation, or other relevant fields related to business process optimisation and digitalisation.
- Proven experience in managing organisational change initiatives related to digitalisation and technology-enabled ways of working.
- Work experience in data modelling, with the ability to analyse, design, and explain data models through practical examples.

The following constitute advantageous criteria for the role. Candidates not fulfilling these criteria will not be excluded from the selection process:

- Practical experience in Business Process Model and Notation (BPMN) and/ or Decision Model and Notation (DMN) in operational or transformation environments, including practical modelling and/ or implementation activities.
- Experience in change management
- Experience in the aviation sector.
- Experience with EU institutions.

[] English oral and written skills will be assessed throughout the assessment phase. Mother tongue English speakers will be expected to demonstrate knowledge of a second EU language. Further language assessment may be organised, where necessary, to verify compliance with the requirement to demonstrate knowledge of two EU languages.*

Selection Criteria

The selection process is based on the assessment of the professional skills and competences listed below. While these are considered essential for performing the role effectively, candidates who do not meet all criteria may still be considered.

Professional Skills

Business Process Design & Improvement
Change Management
Enterprise Architecture / Information Architecture
Enterprise Architecture / Business Architecture
IT System Development & Integration
Stakeholder Management

Behavioural Competences

Problem Solving
Flexibility & Change Adaptability
Communication
Teamwork
Stakeholder Orientation

Mandatory Pre-Employment Requirements

Prior to recruitment, you will be requested to demonstrate that you:

- Are entitled to the full rights as a citizen.
- Have fulfilled any obligations imposed by the applicable laws on military service.
- Meet the character requirements for the duties involved (you will be asked to provide a police certificate confirming the absence of any criminal record) .
- Are physically fit to perform the duties linked to the post (you will be asked to undergo a medical examination in a centre indicated by EASA).

Condition of employment

Contract: 3 years contract as Contract Agent 3 (a) with possibility of extension.

Working hours: 40 hrs per week (on a full-time working pattern). Flexible working arrangements.

Salary: Basic salary: between 4.319,72 € - 6.256,88 € depending on work experience. Additional allowances depending on personal situation.

Location: Cologne, Germany (relocation is required).

Application & Selection Process

How to apply

We can only accept applications that are submitted in English through our Recruiting tool. Before sending your application, make sure it is complete and contains the document(s) specified in the vacancy notice. Please also ensure that your candidate profile, all relevant fields and the answers to the pre screening questions are correct. You may review and amend data demonstrating compliance with the eligibility criteria only until the closing date of applications for the respective selection procedure.

For further information take a look at [How we hire](#). In case of questions or technical issues, email us at recruit@easa.europa.eu. Attach a description and screenshot of the error.

To check if you are meeting the minimum education qualifications required for the job, consult the information published by the European Personnel Selection Office (EPSO): [Examples of minimum qualifications](#).

Important note on diplomas obtained outside the European Union, Iceland, Liechtenstein, Switzerland or Norway: If your application is found eligible on the basis of diploma(s) obtained outside these countries, we might ask you to provide proof of accreditation by one of the European Union Member States. This applies also to diplomas obtained in the UK after 31 December 2020.

Make sure you are meeting the language requirements: [Common European Framework of Reference for Languages](#) and [assess your language skills](#). Language certificates are not required at the stage of application, unless specified in the vacancy.

Selection Process

Only shortlisted candidates will be contacted via E-mail. If your application has been rejected following the initial screening, the status in your candidate profile will be automatically updated to "Not admitted". Invitations to the shortlisted candidates are sent once the evaluation of applications is completed (this may take up to two months after expiry of the deadline to apply). Pre-selection exercises, online tests and interviews with the Selection Board usually take place remotely. If you are not selected for this position but are still considered suitable, you will be placed on a reserve list from which you might be considered for similar positions within EASA. Learn more about our [Selection](#) and [Onboarding process](#). Take a look also at our comprehensive information on [Benefits](#), get to know [Our people](#) and find out what [Life in Cologne](#) is like.

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