



Brussels, 29 December 2019

Dear Colleagues and Friends,

As announced, CLGE has been awarded a Horizon 2020 project, as a Consortium Partner of "GISCAD-OV". The acronym stands for Galileo Improved Services for Cadastral Augmentation Development On-field Validation. You find more details [here](#) and in this [document](#).

## Motivation and process

Although a lot of know-how and expertise resides within our community, CLGE will have to recruit some staff to perform important tasks for the project.

Via this email, we launch a call for candidates. Please contact potential participants to this call in your associations / organizations without delay and keep us posted as soon you did so.

The project has started on 1 December 2019 and will run for a duration of 36 months.

At least for this period, we need some additional staff in CLGE. Although other projects could prolong the employment, the initial engagement is limited in time and doesn't exceed these 36 months, starting to count on the 1<sup>st</sup> of December 2019.

The one or two staff members that we will enrol have to be on CLGE's payroll with a proper employment contract, following either the Belgian law of the country of origin of the employee, depending on the place of employment. The employment contract must offer all guarantees of legality and regularity. If it's not signed under Belgian Law, the future staff members are responsible to get all the required information and enable CLGE to hire a proper recruitment office.

The start date for the / both employment(s) is ASAP.

The candidates must send in a cover/motivation letter and a curriculum vitae, proving that they are meeting the expectations, before 20 January at 12.00 CET.

An evaluation commission will be set up by CLGE. This commission will organize virtual conferences during which the candidates will be examined. The conference calls to do perform the evaluation will probably take place from 23 – 31 January and or early in February. Depending on the number of applications, a first selection could be made on paper. All candidates will be informed in due time about their candidacy. The earliest starting date will be the 1<sup>st</sup> of February.

The committee evaluates all candidacies as professionally and as neutrally as possible and shall use its best endeavours to reach fair decisions. It shall avoid any arbitrary choices but will not have to justify these choices. No complaints or appeals will be allowed.



## Job description(s)

We are looking for one (full-time) or two (part-time) staff members (F or M).

These staff members shall have a good to very command of English. Other project languages (CZ, DE, EE, ES, FR, HR, IT) are not required but knowledge in one or more languages could be an advantage.

The project will require to travel in the EU whenever required, especially for the Technical part.

Homeworking is allowed but regular travel to Brussels could be required.

The salary will depend on the negotiations, but the budget allow descent salaries based on normal Belgian revenues.

### CFAO

One staff member's task will correspond to the Financial and Administrative coordination of CLGE's part in the project. The job title could be CFAO for Chief Financial and Administrative Officer.

The estimated workload would imply a contract of about 1 to 2 days per week, to perform in a flexible way, meaning that some weeks could require less engagement while some other peak moments could require weeks with a bit more engagement.

The following requirements are mandatory:

- Good knowledge and skills in Project Managements and Organisation (Project accounting, Project management, Project financial and administrative reporting);
- Very good command of written and spoken EN for the production, review and presentation of project deliverables in a broad sense;
- A university or technical high school degree in relation with the purpose of this project and function;
- Excellent coordination skills and experiences;
- Excellent abilities to lead and work in a team and to report about it;
- Excellent communications skills.

The following requirements are recommended:

- Master degree in studies that can be put in relation with project management and or geodetic field work;
- Good knowledge of EU projects (Horizon 2020 or other).

### CTO

One staff member's task will correspond to the Technical coordination of CLGE's Part in the project. The title could be CTO for Chief Technical Officer.

The estimated workload would imply a contract of about 3 to 4 days per week, to perform in a rather flexible way, meaning that some weeks could require less engagement while some other peak moments could require weeks with a bit more engagement.



The following requirements are mandatory:

- Good knowledge of Geodesy, GNSS, E-GNSS and Cadastral or Property surveying at least in the country of origin;
- Good command of the English written and spoken language for the production and presentation of project deliverables in the broad sense;
- A university or technical high school degree in relation with the purpose of this project and function;
- Excellent coordination and organisation skills and experiences, skills in on field project management;
- Excellent abilities to lead a team and to work in a team and to report about it;
- Excellent communications skills.

The following requirements are recommended:

- Master degree in geodesy, geomatics or akin with courses in Geodesy and Property Surveying;
- Skills in RTK and Network RTK on-field GNSS, Land Surveying through geodetic-grade receivers, measurements post-processing techniques through state-of-the-art software;
- On-field experience in Cadastral and or Property Surveying through GNSS, Electronic Distance and Angle Measurement instruments (e.g. Total Stations), following at least one EU country regulation;
- Good knowledge and practical skills in PPP, PPP-AR techniques and algorithms and/or knowledge in GNSS High Accuracy positioning techniques;
- Good knowledge in projects management.

## Reporting, organisation

CLGE intends to engage the employee(s) in its Projects Department. The exact structure of reporting is not defined yet. However, it's clear that the staff member(s) will have to report and are accountable towards the CLGE Executive Board or persons appointed by the CLGE Executive Board.

Moreover, the staff member(s) will have regular contacts with consortium partners, especially from the Italy based companies [GeoWeb](#) and [SOGEL](#).

## Questions and answers

If you have any questions about this selection process, do not hesitate to ask them at following [address](#). You can also call +32/475.39.90. After the 15 January at noon (12.00 CET), no questions are allowed anymore.

A synthesis of all relevant questions and answers will be sent to all known candidates after the deadline of 15 January 2020. Hence, it is worthwhile to express your interest by a simple email to the same address before this deadline. Only those who have pre-registered will get these relevant questions and answers via email. The Q/A document or parts of it will also be published on [www.clge.eu](http://www.clge.eu).