Proud history, bright future.

Job Description

KBR GmbH Technical Coordinator for ESA's Exploration Medical Systems

About Us:

KBR GmbH (Wyle GmbH) was established in October 2000 to provide requested human spaceflight medical support services to the European Space Agency's (ESA) Space Medicine Team (SMT) at the European Astronaut Center (EAC) in Cologne, Germany. Wyle GmbH specializes in biomedical engineering, space medicine, health care administration, psychology, nutrition, radiation, medical informatics and technology, fitness and rehabilitation, physiotherapy, medical education maintenance and capacity building, project/strategy/risk management, medical projects, and consulting support services to aerospace, government and space life science/medical research customers. KBR GmbH's employees contribute to a wide range of important projects including astronaut selection and training, medical operations for the International Space Station, and supporting the SMT of the European Space Agency.

Purpose of the Job

The Technical Coordinator for ESA's Exploration Medical Systems is the main project responsible, to assure that each Exploration Medical System provided by ESA is successfully integrated into the Artemis program. Coordination of all end-to-end services include all pre-, in-, and post-flight activities, including, as required, market screening, pilot testing of candidate technologies, supporting crew training, supporting in-flight technology demonstrations and provide data analyses services, lessons learned and troubleshooting plans to elevate each of ESA's Exploration Medical Systems to TRL-9. In doing so, the Technical Coordinator is responsible for overseeing the entire project from start to end (the "end" shall be defined as reaching TRL-9: the system has become a fully integrated operational system in the Artemis program). Depending on the maturity of the system (COTS vs low TRL technologies in development), the Technical Coordinator shall be responsible for writing SoW functional and performance requirements for new technology developments, technology evolutions or modifications and space-modifications. Moreover, the Technical Coordinator shall function as the central point of contact for all other ESA internal and external stakeholders for all communication and information channels. The idea of implementing a technical coordinator for each of ESA's Exploration Medical Systems is based on principles used in industry where lean and streamlined processes are essential to be competitive, agile, and fast.

Content of the Job

The Technical Coordinator shall be the coordinator for all technical content for each of ESA's Exploration Medical Systems as well as the interface with ESA management and ESA finance controllers and ESA contract officers to assure that each Exploration Medical System is given sufficient resources to assure successful implementation (*i.e.*, reaching TRL-9 and successful handover to end user entity). The following high-level responsibilities are included in the primary tasks:

- Determine the interdisciplinary project team and their roles and responsibilities
- Identify and analyze the project stakeholders and their needs including the main Points of Contact (PoCs) within ESA and outside of ESA with whom to engage
- Develop a project plan, including timelines, milestones, and budgets in coordination with ESA management
- Establish communication and reporting protocols with stakeholders and team members

- Assign team member roles and responsibilities for sub-projects
- Engage with other ESA directorates, research institutions, commercial companies, and Artemis partner Agencies regarding project plans, reporting, timelines, deliverables, budgets, etc.
- Identify and mitigate potential risks and challenges
- Develop a project schedule and track progress against milestones
- Monitor and control project timelines, quality, and resources
- Evaluate project outcomes and identify areas for improvement
- Close the project and document lessons learned and complete hand over procedure

Background and Experience

The candidate should have a background in a life science discipline, a degree in biomedical engineering or in medicine and have a minimum three years of professional experience in independent project management of technical development. It is required that the candidate is experienced in project management with outstanding analytical, communication and problem-solving skills. Fluency and professional communication in English, and organizational skills are necessary. It is required that the candidate can present findings and operational concepts both in written (scientific reports, concepts of operations) and oral (internal meetings, international conferences, meetings with ESA partner agencies) formats. It is essential for this job that the candidate can work independently as a team leader, and to effortlessly integrate into a team whenever it is required.

Additional job requirements:

- Demonstrated skills and experience in project management
- Fluent language skills in English (written and spoken)
- High level of flexibility and positive attitude towards teamwork
- Proficiency in computer technology including Microsoft Office applications and strong analytical and problem-solving skills
- Proficiency in qualitative and quantitative data processing and analysis
- Excellent scientific research and troubleshooting skills
- Candidate must be able to live and work in the Cologne/Bonn area close to the European Astronaut Centre

Additional candidate assets:

- Knowledge of German and/or another ESA member state language is an asset
- Knowledge of space physiology and human spaceflight medical operations are an asset
- Knowledge of common physiological impacts to humans in space is an asset
- Experience in agile project management and performance is an asset.

KBR Wyle GmbH is looking forward to receiving your complete CV in English and motivation letter at jobs@wylelabs.de.