



HE Space is a successful international space company. For 40 years, we have been supporting our customers with qualified experts in the field of engineering, science and administration. HE Space has joined forces with CS Group to lead the engineering and digital space market in Europe and to provide highly skilled consulting.

Learning & Talent Development Administrator

Key Tasks and Responsibilities

As a member of a team providing services to ESA you will be providing support for the transformation program and the design and implementation of learning journeys. You will have the following responsibilities:

- Interaction with stakeholders to analyse learning needs along different levels of a career path;
- Consolidation of requirements and translation into appropriate development measures;
- Design of development measures, e.g. training courses together with experts from within the organisation and outside;
- Screening, liaison and support to negotiations with external providers for the implementation of training courses;
- Implementation of pilot courses;
- Establishment of criteria and conduction of systematic review;
- Support the end-to-end training organisation;
- Assist the Head of Learning and Talent Development during ESA transformation.

Skills & Experience

You will have the following qualifications and relevant experience:

- A Master degree on Human Resources Management or Education sciences is required. Additional certification in Instructional Design is considered a definitive asset;
- Minimum of 3-5 years of experience in designing and implementing talent development programmes;
- Experience in the design and delivery of trainings;
- Knowledge of modern learning methodologies and tools (e.g., e-learning, microlearning, AI);
- Ability to translate course concepts into effective instructional design;
- Strong technical skills for designing and developing digital learning materials and experiences;
- Proven ability to work with diverse stakeholders, including managers, employees, and subject matter experts;
- Strong analytical skills;
- Excellent organizational and communication skills;
- Creativity and hands-on practical solution-orientation;
- Ability to adapt to a multi-cultural environment;

Passionate about people and passionate about space

- Fluency in English is mandatory; knowledge French is an advantage.

This job is located in Noordwijk, Netherlands.

If you think you have what it takes for this job, please send your CV (in English and in Word or PDF) to Annie Kontou, by clicking on the button "Apply for this job" quoting job **NL-HP- 24176**.

An exciting and dynamic international working environment awaits you!



HE Space recruiting for ESA