



Junior Capacity Manager (parental leave cover)

RailNetEurope (RNE) is an association of European Infrastructure Managers (IMs) and Allocation Bodies (ABs) with the common goal of facilitating international traffic on the European rail infrastructure and increasing the efficiency of the IMs'/ABs' processes.

Detailed information can be found on RNE's website: www.rne.eu

To cover one of our employee's upcoming maternity leave, RNE is now looking for a Junior Capacity Manager, in a fixed-term contract from beginning of May 2024 for a maximum of two years. Depending on the development of the company the contract might subsequently transfer into a permanent contract.

Your duties / responsibilities

- Assistance to Head of Capacity Management in relation to the Europe's Rail Joint Undertaking (ERJU), i.e. through the preparation of materials, meetings, correspondence, and screening of documents
- Support the TTR Implementation Team with monitoring the progress of national implementation
- Support the development of the Capacity Management KPI management
- Provision of general Capacity Management overviews on meetings, staff, and groups
- Assistance in publication of documents and news articles
- Communication with stakeholders, including reporting to stakeholders and sponsors

Your qualifications & skills

- Good MS Office skills and quick learner (as the user) of other systems
- Ability to work in an international context and excellent English language skills
- Ability to articulate IT functional requirements from user needs
- Ability to show own initiative and perseverance
- Excellent communication and support skills with the ability to work well in a team environment
- Knowledge of timetabling and capacity management as well as the processes of the railway sector will be considered as a plus

What we offer

- The annual gross minimum wage for this position according to the Austrian Act on Equal treatment is € 45.000, - (full time – 40h/week), with willingness to negotiate overpayments in line with the market, depending on experience and qualifications.
- Up to 50% home office to maintain a good balance between work and leisure time
- A modern and fully accessible office
- A friendly and cooperative team with interesting projects
- Individual development opportunities in an international company
- Company mobile phone of your choice with possibility of private usage

The tasks and responsibilities may change depending on the objectives and organisation of the association.

Candidates shall be available from beginning of May 2024. If you have any questions regarding the position, please feel free to contact us.

Your benefits



attractive salary



up to 50% home office



modern working environment



mobile phone of choice for private use



lunch deal at Quartier Sechs



working in a sustainable industry

Are you interested in the position?

Please, send your CV together with a letter of motivation (including possible starting date and salary expectations) to Mr Philipp Koiser: philipp.koiser@rne.eu

GDPR note:

Your job application requires submission of personal information to RNE. According to our internal rules, the RNE Managing Board shall appoint the staff of the Joint Office in Vienna. As an association of more than 30 companies around Europe, RNE members provide their funding and are involved in its operations. With this said we inform all job applicants about the above particularities. Therefore, RNE human resources personnel (or HR agency on its behalf) and RNE management considering your application and RNE members will have access to your personal information included in your CV.

Contact Person



Mr Philipp Koiser
Head of Capacity Management including TTR
+43 664 884 248 14
philipp.koiser@rne.eu

This is our way to find a balance between transparency in our organisation and your privacy. Thus, the applicants are explicitly asked to consent to this and with the submission of your job application, we consider you agree and give explicit consent on the above distributions of your CV to the RNE Managing Board members and the GA representatives.

In other words, by submitting your application, you consent to the processing of your personal data in the above way, and if hired, to the ongoing processing of your personal data for administrative purposes in connection with your employment.