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CIRCULAR LETTER N° 31/2026
16 June 2026

STAFFING OF THE IHO INFRASTRUCTURE CENTRE
EXTENSION OF THE CLOSING DATE FOR NOMINATIONS
SECURITY SCHEME OPERATION OFFICER (P-3, INTERNATIONAL)

References:

- A. IHO Circular Letter N° 22/2026 dated 24 April 2026 – Staffing of the IHO Infrastructure Centre, Call for Nominations (Internationally Recruited Positions) & Notification – Locally Recruited Positions
- B. IHO Publication M-7 – Staff Regulations (Edition 10.0.0, 2026)

Dear Hydrographer,

1. By Reference A, the Secretary-General announced the recruitment for the initial staffing of the IHO Infrastructure Centre in Busan, Republic of Korea, comprising four internationally recruited positions and two locally recruited positions, with a closing date for nominations of 12 June 2026.
2. The Secretary-General wishes to advise Member States that the closing date for nominations for the position of **Security Scheme Operation Officer (P-3, International)**, as described in Annex D of Reference A and reproduced in the Annex to this Circular Letter, has been extended to **July 31, 2026**. This extension is intended to broaden the pool of qualified candidates for this specialised post.
3. All other terms of Reference A, including the job description, the conditions of service set out in Reference B, the application requirements, and the selection procedure, remain unchanged for this position. The closing dates and arrangements for all other positions announced in Reference A are unaffected by this Circular Letter.
4. Applications for the **Security Scheme Operation Officer** position should be submitted in digital format to **cl-ic@iho.int** by the revised closing date. Applicants are reminded that selections will continue to take place on a staggered basis between June and September 2026.

Yours sincerely,

Dr John Nyberg
Director

Annex: Job Description: Security Scheme Operation Officer (P-3, International)

JOB DESCRIPTION

POSITION:	Security Scheme Operation Officer
GRADE:	P-3
RECRUITMENT:	International
REPORTS TO:	Centre Manager (operational); IHO Assistant Director – Technical Programme (policy)
ASSISTS:	Centre Manager and relevant IHO bodies.
Location:	Busan

Responsibilities

- Manage the day-to-day operations of the IHO Security Scheme, including processing of OEM, Data Server, and Data Producer applications.
- Manage PKI systems, including digital certificate issuance, renewal, and revocation.
- Operate API-based participant services (Data Protection Application and IP based distribution).
- Manage cryptographic key management and secure communications infrastructure.
- Conduct participant vetting, onboarding, and lifecycle management for IHO Security Scheme participants.
- Support to develop and maintain security policies, incident response procedures, and compliance documentation.
- Coordinate periodic security audits, vulnerability assessments, and penetration testing, including third-party assessments.
- Monitor technology lifecycle developments, including PKI modernization and quantum-readiness considerations.
- Provide secretariat support to the proposed Strategic Steering Committee for IHO Security Scheme governance.
- Support the implementation of IHO Security Scheme as defined in the IHO Work Programme.

Knowledge, Skills and Experience Required

- Demonstrated ICT security skills and experience, including PKI management, digital certificate operations, and cryptographic systems.
- Knowledge and experience in information security policy development, incident response, and security audit procedures.
- Understanding of the S-100 framework and the S-100 Data Protection Scheme (including S-63).
- Knowledge of SECOM (Secure Communication) protocols and maritime data security standards is desirable.
- Experience in participant/subscriber lifecycle management in a PKI or trust framework environment.
- High level of written and oral communication skills in English.
- Security vetting clearance or willingness to undergo security vetting.

- High level proficiency in the use of security tools, PKI management platforms, and standard office applications.
- Knowledge of hydrography, nautical cartography, or marine geospatial data standards is desirable.
- Experience working with international organizations or standards bodies is desirable.

Selection

- Initial selection will be based on an assessment of degrees, diplomas, documents and other evidence provided by the candidate to substantiate the knowledge, skills and experience described above.
- Final selection will be based on an interview conducted by the IHO Secretariat.