

JOB ADVERT



The European Volleyball Confederation (CEV) is the institution responsible for governing 56 National Federations throughout Europe and is recognized as such by the Fédération Internationale de Volleyball (FIVB).

Our ultimate goal is to promote Volleyball and Beach Volleyball and to raise the status of our sport to a higher level. Whether the game is played indoors or on sand, Volleyball connects and brings people together from children playing in their free time up to professional and elite athletes.

We cultivate a strong sense of togetherness with all stakeholders, the Member National Federations, their national leagues, clubs, players, coaches, organizers and other partners of European Volleyball, from grassroots level to the top events.

We are currently looking to recruit a:

IT Manager

Job Title: IT Manager

Department: Operations / IT

Reports to: Managing Director

Location: Luxembourg

Contract Type: Full-time, Permanent

The Role

The European Volleyball Confederation (CEV) is looking for a motivated and hands-on **IT Manager** to join our team in Luxembourg. This role is crucial to supporting the day-to-day IT operations of the organization and driving forward the modernization of our IT infrastructure. The ideal candidate will be technically competent, structured, and forward-thinking, with the ability to collaborate with external IT providers while maintaining internal oversight.

Key Responsibilities

Operational & Technical Oversight

- Serve as the internal point of contact for all IT-related matters within CEV.
- Provide basic hardware support, including installation, configuration, and troubleshooting of laptops, printers, and other peripherals, in coordination with external IT providers.
- Oversee Microsoft 365 administration (user management, email accounts, licenses, etc.).
- Manage user access rights, security permissions, and credential storage across systems.
- Monitor the reliability and performance of internal IT systems and escalate issues where needed.

Infrastructure Management & Development

- Coordinate and implement upgrades to CEV's IT infrastructure in line with best practices and the organization's evolving needs.
- Propose, plan, and implement improvements to existing systems, tools, and workflows.
- Collaborate with external IT companies to ensure service continuity, security, and data integrity.
- Ensure proper documentation of systems, processes, and recovery protocols.

Innovation & Digital Transformation

- Stay informed about emerging IT trends and propose relevant digital solutions for operational efficiency.
- Act as a strategic contributor in digital transformation projects across departments.
- Contribute to IT policies related to cybersecurity, data protection, and compliance.

Required Qualifications & Experience

- Bachelor's degree in Computer Science, Information Technology, or related field.
- Minimum of 3 years of experience in IT system administration, hardware/software support, and infrastructure projects.
- Experience working with or managing external IT providers.
- Proficiency with Microsoft 365 administration, Windows operating systems, and network environments.
- Understanding of cybersecurity principles and risk mitigation.
- Knowledge of cloud platforms and server virtualization.

Languages

- English proficiency in both speaking and writing. Any other European language is a plus.

Soft skills

- Strong problem-solving skills, proactive mindset, and ability to work independently.
- Comfortable working in an international, multi-stakeholder environment.
- Good communication skills, particularly with non-technical staff.
- Excellent administrative, organizational and presentation skills, with an ability to prioritize, manage and meet deadlines.
- Independent professional ready to drive innovations and contribute to the digital transformation of European Volleyball.

Why Join CEV?

CEV offers a dynamic working environment at the heart of European volleyball. We are a small, ambitious team driving growth, innovation, and operational excellence across all departments. This is a unique opportunity for a hands-on IT professional to take ownership and shape the future of CEV's digital infrastructure.

Ready to make an impact? Send your CV and motivation letter (ML)* in English to:

Confédération Européenne de Volleyball

Mrs. Annemiek van Baarsen – Head of HR – jobs@cev.eu

****Please save your documents as follows: Last name-first name-CV and Last name-first name-ML.***

Deadline for Applications: 5 January 2026