

TITLE: Materials Control & Warehouse Officer		Post: CCS-015
REPORTS TO LINE MANAGER: Civil Engineer – Site layout, Civil Construction & Site Support Office		
GRADE RANGE: G2-G3		
Date Written: 20 March 2007	Date Revised: 30 July 2007	Date Revised:

Purpose:

Support the Group Leader, Site Layout, CCSSO in all matters related to the materials control and warehousing facilities required for ITER Cadarache construction site, including transport, unpacking, storage and protection of equipment and systems arriving for installation at the facilities.

Major Duties/Responsibilities:

- Support CCSSO in all matters related to materials control and warehouse storage of equipment and systems
- Show strong commitment to the ITER safety program and enforces it through individual behaviour and in his/her organization.
- Maintain a strong commitment to the implementation and perpetuation of ITER values and ethics.

Qualifications Required:

At least 5 years experience in materials control and warehouse management during construction of large technical or science facilities, and in particular, in the successful completion of large civil construction facilities in Europe. Excellent safety record on previous construction jobs. Experience in the use of modern management tools. Experience in effective materials management and implementation.

Work Direction and Interfaces:

Report to the Group Leader, Site Layout. Interface with all technical divisions to support excellent integration. Implement inspection and quality control program. Interface with the construction design team on materials control requirements and with the construction manager on cost effective implementation; interface with domestic authorities on permits and environmental impact.

Authority/Approval Levels:

Has authority and approval levels defined by the HCCSSO for his/her scope of work.

Measures of Effectiveness:

Successfully manage interface between materials control facilities for construction site activities and the design teams of the site layout and associated plant facilities, including those temporary facilities required during construction and installation.

Develop and maintain interface documentation.

Successfully manage budgets for the construction materials control program at the Cadarache site.

Successfully manage interface with Architect Engineer and the European Legal Entity