

TITLE: Civil Engineer – Steel and Concrete Structures		CCS-019
REPORTS TO LINE MANAGER: Head, Civil Construction and Site Support Office (CCS)		
DIRECT EMPLOYMENT: Required		GRADE RANGE: G3-G4
DATE WRITTEN: May 2008	DATE REVISED:	DATE REVISED:

Purpose:

Supports the Head and the Section Leaders of CCS (Civil Construction and Site Support) in all activities relating to the design and construction of the ITER buildings and site infrastructure including concrete buildings, steel buildings, roads, drainage, trenches etc. Assists the CCS Section Leaders in the preparation of project documentation, progress reporting, and design documentation and the management of various contracts both for design and construction.

Major Duties/Responsibilities:

- Supports CCS Section Leaders in all matters related to civil engineering and construction activities for the ITER site.
- Assists CCS Section Leaders in the preparation of project documentation.
- Takes part in requirements definition, change control and implementation during design and construction.
- Prepares technical meeting agendas and meeting minutes.
- Manages the approval process for technical documentation provided by Agence ITER France using the ITER Document Management System.
- Responsible for the update and maintenance of the ITER Geographical Information System.
- Monitors and reports on the work of the civil engineering on-site contractors.
- Takes part in the follow up and management of site activities in particular the integration and installation of contractors on the ITER works site.
- Assists in the preparation of cost estimates relating to the buildings and site infrastructure.
- Identifies and manages risks.
- Shows strong commitment to the ITER safety program and enforces it through individual behaviour and in his/her organization.

- Maintains a strong commitment to the implementation and perpetuation of ITER safety program, values and ethics.

Qualifications Required:

At least 5 years experience in the following areas is required:

- The design and construction of technically complex civil construction facilities.
- Report writing and presentation skills.
- Developing technical solutions to complex problems.
- Management of site activities and interfacing with designers and contractors.
- Management of change requests and non-conformances.

In addition, experience in the following areas would be advantageous

- Design and/or construction within the nuclear industry.
- Cost estimating with a civil engineering environment.
- Use of Geographical Information Systems.
- Working in a multicultural environment.
- Good communication skills in written and spoken English.
- Environmental and safety legislation and requirements relevant to a construction worksite.

Work Direction and Interfaces:

- Reports to the HCCSSO. Interface with all CCS section leaders and other ITER Organization technical divisions. Interfaces with the construction design team on building requirements and with the construction manager on implementation.
- Implements ITER safety program on the construction site.

Authority/Approval Levels:

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

Measures of Effectiveness:

- Successfully manages interface between technical system leaders and the design team for civil engineering of the site layout and associated plant facilities including those temporary facilities required during construction and installation.
- Successfully manages interfaces with the on-site construction work, the Architect Engineer and the European Legal Entity.