

Construction Technical Officer - Site and Buildings

CCS-021

Reports to Line Manager:	Site Layout Section Head, Civil Construction and Site Support Office (CCS)	Job Code:	CCS-021
Direct Employment:	Required	Grade:	G4

Purpose

To ensure that the ITER buildings and civil engineering infrastructure are constructed and commissioned in accordance with the ITER requirements; a senior site technical officer is required to work within the Civil Construction and Site Support Office's Site Layout Section at ITER.

Major Duties/Responsibilities

china

eu

india

japan

korea

russia

usa

- Prepares control and inspection plans in conjunction with the Civil Construction and Site Support (CCS) Site Layout Section Leader and the ITER Quality Assurance Division;
- Implements control and inspection plans in conjunction and coordination with the ITER Quality Assurance Division;
- Monitors the on-site activities relating to buildings and the civil engineering infrastructure so as to ensure their conformance with the ITER requirements, in particular those relating to health and safety, quality and conformance with approved construction documentation;
- Prepares and follows up with non-conformance notices, in particular the on-site activities relating to the resolution of non-conformances;
- Monitors the on-site activities carried out by the Domestic Agency staff and their appointed representatives including the Architect-Engineer and Safety Coordinator and reports their activities to the CCS Office Site Section Head;
- Takes part in committees and meetings relevant to buildings and civil engineering infrastructure activities on the site;
- Makes contributions to the monthly site report prepared by the CCS Office Site Section Head;
- Works in close collaboration with other CCS Office personnel and participates in regular CCS Office progress meetings;
- Maintains up-to-date knowledge of specific French Regulations pertaining to the construction of nuclear facilities and maintains up-to-date knowledge of general civil engineering practice in the field of concrete and steel buildings, building services and general civil infrastructure;
- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.

Qualifications and Experience

- **Education:**
 - Civil Engineering degree or other relevant construction discipline; High School Diploma plus two or more years of study may be considered.
- **Technical experience:**
 - At least 10 years' experience in site supervision for major civil engineering projects of which at least 2 years must be in the field of Nuclear Installations.
- **Project experience:**
 - Experience working within a large multi-disciplinary construction project;
 - Basic Project Management experience is required.
- **People Management experience:**
 - Experience monitoring the work carried out by skilled construction teams.
- **Social skills:**
 - Ability to work effectively in a multi-cultural environment;
 - Ability to work in a team and to promote team work.
- **Language requirements:**
 - Fluent in English (written and spoken);
 - Some knowledge of French would be considered as an advantage.
- **Computer and IT skills:**
 - Basic experience with Microsoft Word and Excel is required;
 - Some experience with Project scheduling software would be advantageous.

Direct Supervisor and Interfaces

- Reports directly to the Site Layout Section Head within the CCS Office and indirectly to the CCS Office Head and Assistant Head;
- May also be required to report to other CCS Section Leaders and the ITER Quality Assurance Department as required;
- Acts as an interface between the Domestic Agencies' on-site team, their contractors, and the ITER Organization (in particular the CCS Office).

Authority / Approval Levels

This position has authority and approval levels as defined by the CCS Office Head.

Measures of Effectiveness

- Completes reporting activities in a timely manner and to a high level of quality;
- Identifies, reports and monitors non-conformances in accordance with applicable procedures;
- Communicates in a coherent and effective manner to the hierarchical management, peers and external Organizations.