

<b>TITLE: Section Leader for Field Team</b>		<b>PRO-044</b>
<b>REPORTS TO LINE MANAGER: Head of the Project Office</b>		
<b>DIRECT EMPLOYMENT:</b>		<b>GRADE RANGE: P4-P5</b>
<b>DATE WRITTEN: March, 2007</b>	<b>DATE REVISED:</b>	<b>DATE REVISED:</b>

### **Purpose:**

The section leader of a Field Team acts as an agent on behalf of the ITER Organization (IO) providing the information flow between the domestic agency(-ies) and the IO. The main interface of the Field team on the IO side will be the Project Office (PRO). The Project Office will be receiving cost, schedule and performance information through the section leader of the Field Team from the Domestic Agency (DA), which is the representing procurement and project organization of the Member. He/she will also be responsible for the implementation of the IO's Quality Assurance program, for random or regular inspections and for the assessment of the actual construction progress. In case of production issues, the Field team will inform the PRO and organize technical support if requested or necessary from the IO's technical departments.

The section leader of the field team will naturally spend a large amount of their time with the DA and the partnering country as well as with local industry and institutes.

### **Major Duties/Responsibilities:**

- Assures implementation of the ITER Quality Assurance Program in the Domestic Agencies and manages the Quality Assurance requirements and technical interfaces in support of the DA.
- Provide Quality Assurance information to the Project Office, and maintain the ITER Management and Quality documentation coming from the DA's
- Aids in the preparation of procurement documentation.
- Establishes and maintains communication channels and interface with ITER Field Teams/DAs concerning ITER Quality Assurance issues
- Performs audit and assessments of the quality assurance program implementation of the ITER Project and its suppliers within the DA's. Preparation of supporting quality documentation and participation in acceptance testing.
- Maintains involvement with international code and standards activities.
- Engage in the development and management of the procedures and software tools for configuration control of the ITER project technical scope within the DA. Especially in the areas of change control and interfaces management, assessment of the project status, value engineering and internal technical reviews.
- Coordinate and oversee the application of configuration control procedures in the Domestic agencies.
- Coordinate the resolution of design integration issues (geometric and functional- assembly, maintenance, operation and fault interactions) with DAs.
- Participates in the evaluation process of the suppliers within the DAs (apart from financial negotiation) if required by ITER IO.

- Organizes technical support from the ITER IO if technical issues have to be resolved.
- Implementation of ITER safety criteria.
- Assessment of the design and construction of ITER components against these principles and criteria
- Maintains a strong commitment to the implementation and perpetuation of ITER values and ethics.

#### **Qualifications and experience:**

- Wide technical experience in the construction of technical complex components.
- At least 15 years experience in the practical daily management and coordination of quality assurance activities at the project level.
- Extensive experience participating in the international community dealing with quality assurance, codes and standards and quality management systems.
- Industrial experience in the management of Quality Assurance programs in foreign countries.
- Engineering technical background in the design and construction of fusion/fission type components.
- Ability to work effectively in a multi-cultural environment.
- Knowledge of at least three languages of the partnering countries.

#### **Work Direction and Interfaces:**

This position reports to the head of the project office. This position interfaces with the Project Office and all ITER technical divisions as well as with the PDDG on managerial issues.

#### **Authority/Approval Levels:**

This position as a Section Leader for a Field Team has authority and approval levels generally defined by the Head of the Project office. He will exercise change control as agreed upon between the PDDG and him during the construction of components within the DA.

#### **Measures of Effectiveness:**

Successfully manages the interface between the ITER IO and the DAs. Maintains positive relationships with companies and the DAs. Successfully maintains communication information and tools with the Project Office, the ITER technical departments and the ITER Field Teams.