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Ref. IO1155 - 12/8/2011

Responsible Officer for Tooling - CIE-TKM-042

Main job	Mechanics
Department	DIP/Directorate for Central Integration & Engineering
Division	CIE / Assembly & Operations Division
Section	CIE / AOP / Machine Assembly & Installation Section
Job Family	Project engineering
Application Deadline	15/Jan/2012
Grade	P4
Direct employment	Not required
Purpose	<p>To support the Machine Assembly & Installation Section Leader in matters related to the provision, operation and maintenance of the tools required to assemble and maintain the ITER Tokamak;</p> <p>To participate in the development and elaboration of the strategies and solutions necessary to efficiently define and procure the tooling hardware;</p> <p>To prepare and implement resource-loaded plans for the work; including the co-ordination of the resources assigned to support the work.</p>
Main duties / Responsibilities	<ul style="list-style-type: none"> • Supports the Machine Assembly and Installation Section Leader in all matters related to the provision, operation and maintenance of assembly, installation and maintenance tools; • Co-ordinates and guides the work of the team assigned to support the tooling design and procurement activities; • Develops and maintains lifecycle plans for each tool or class of tool; • Identifies and catalogues the necessary tooling, plans and implements the most appropriate sourcing solution, in close collaboration with Procurement and Contracts Division; • Develops designs and technical specifications as required; • Documents and controls system interfaces; • Participates in the evaluation of the engineering designs developed by tooling suppliers; • Maintains all the related documentation, and ensures compliance with the ITER Quality Assurance (QA) program, and safety requirements; • Produces regular status reports; • In the capacity of Responsible Officer, manages the Procurement Arrangement for purpose-built assembly tools with the Korea DA; • Performs other duties linked to the above purpose upon management request, as necessary; • Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.
Measures of effectiveness	<ul style="list-style-type: none"> • Successfully carries out all of the duties/responsibilities described above; • Successfully generates and maintains coherent, comprehensive, and understandable documentation; • Successfully maintains effective communications within the ITER Organization, and the Domestic Agency; • Successfully complies with the ITER Quality Assurance (QA) program and safety requirements; • Successfully completes the objectives set in agreement with the leader of the Machine Assembly and Installation Section.
Level of study	Master or equivalent degree
Diploma	Mechanical Engineering
Level of experience	At least 10 years

- Technical experience** – At least 10 years' experience in the design, manufacture and testing of large scale, precision jigs and handling tools;
– Demonstrated ability to develop innovative solutions to complex engineering problems;
– Extensive knowledge of QA systems, and their practical application;
– Experience in international procurement and tendering.
- Project experience** At least 10 years
- Social skills** Ability to work effectively in a multi-cultural environment
- Specific skills** MS Office standard (Word, Excel, PowerPoint, Outlook)
- General skills** Project experience: Substantial experience in project and contract management.
- Social and Communication skills:
– Proactive, with drive and initiative;
– Ability to work as a member of a multi-cultural team, but also to work independently when required;
– Ability to interface with team members at all levels;
– Ability to write clear and concise reports;
– Ability to co-ordinate and motivate a small team of designers and procurement specialists.
- Free criteria** • Interfaces directly with all Departments of the ITER Organization.
- Languages** English (Working)

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