

# IO1323 Occupational H&S Coord. Div. Head SQS-031

## General information

Job category	Standard
Confidential	No
Status	Published
Department	SQS/Department for Safety, Quality & Security

## Job description

Main job	Safety - Security - Generalist
Title of the position	Occupational H&S Coord. Div. Head SQS-031
Job family	Head of Division
Duration of the contract	5 years
Grade	D1
Direct employment	Required
Supervised by:	Director of Department
Purpose	<p>To Provide direct support to the Director for Safety Quality and Security (SQS) regarding the implementation of all the activities related to the occupational health and security.</p> <p>To enforce and monitor the implementation and respect of security rules and regulation.</p> <p>To create, develop, monitor and implement security and safety culture, measures and plans foreseen in the Headquarters Agreement between the ITER Organization and the French Government.</p>
Main duties / Responsibilities	<p>Provides effective leadership for the Division by planning and allocating work assignments, ensuring team members are motivated and constantly developing their skills and experience;</p> <p>Supports the development of a strong safety and security leadership / safety and security culture in the whole organization, including contractors, through the performance of activities to guide and support the development of material for communication, training, assessments and interventions;</p> <p>Supports the Department in maintaining the coherence and integration of the individual approaches to Occupational Health and Security, aiming to achieve a full developed and well tested integrated management system for the operational phase of the installation;</p> <p>Manages the Internal Emergency Plan and the particular intervention plan with the Préfet of the region; issues documents and run exercises in accordance with ITER Organization needs and host state regulations;</p> <p>Organizes the protection plan of people, buildings, premises and equipment, data and information against intentionally malevolent acts;</p> <p>Maintains an up to date data base about the application of French, European, IAEA and other international regulations for occupational health and security issues;</p> <p>Develops and maintains relationships with the French authorities and Domestic Agencies concerning occupational health and security activities;</p> <p>Represents the Director of Department for Safety, Quality and Security with the host country services regarding plant security, occupational health and emergencies responses agreements, when required;</p> <p>Coordinates on-call duty for security and may be required to take part in the on-call duty service established by the ITER Organization outside normal working hours, including nights, weekends and public holidays;</p> <p>Supports the execution of the Strategic Management Plan and the Detailed Work Schedules defined by the Organization; executes and delivers work consistent with the budget of the Division and contributes to the staffing of the Division;</p> <p>Assures that IO's goals are achieved in a timely and effective manner, which meets safety, quality, cost and schedule targets;</p> <p>Maximizes human capital and people's commitment to achieving the IO goals;</p> <p>Provides leadership in security;</p> <p>Builds and maintains relationship with internal and external stakeholders;</p>

Measures of effectiveness	<p>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 and security program, values and ethics.</p> <p>Reports to the Director of Department for Safety, Quality and Security; Ensures the representative interfaces between the Department for Safety, Quality and Security with other ITER Departments, Office and Domestic Agencies referring to occupational health and security activities; Liaises with IO Legal Advisor on Nuclear Security regulation; In response to requests from the Director-General, or proactively, informs the DG of any important and urgent issues that cannot be handled by the concerned line management and may jeopardize the achievement of the Project's objectives.</p>
	<p>Successfully supports the DDG on the medium-term development of occupational health and security</p> <p>Ensures compliance with all requests from the regulatory authorities, meeting the agreed schedule for responses to their demands; Responsible for Division deliverables that meet health and security standards, quality schedule and cost requirements; Responsible for implementation of health and security regulation and other standards of the Division's work; Responsible for adherence to technical standards</p>
	Project Construction Phase

## Applicant criteria

Level of study	At least Master's Degree or equivalent
Diploma	Occupational health and security or safety
Level of experience	At least 15 years Security clearance required for taking up the position.
Technical experience	At least 15 years' experience in the evolution, practical development and application of occupational health, emergencies and security management activities preferably in nuclear environment; Experience in occupational health and security program implementation in large international scientific or construction projects; Extensive experience participating in the international community dealing with occupational health and security would be an advantage. Basic Project management would be an advantage.
People management experience	At least 10 years
Social skills	Ability to work effectively in a multi-cultural environment , Ability to work in a team and to promote team spirit  Ability to provide effective leadership; Ability to motivate and develop the team members' skills and experience; Excellent organizational and coordination skills with the ability to set priorities and meet
General skills	deadlines; High level of reliability, discretion, and confidentiality in handling documents and other information; Ability to negotiate with influence and convince internal and external stakeholders.
Languages	English (Working) French (Working)
Specific skills	MS Office standard (Word, Excel, PowerPoint, Outlook)

## Origin of the job

Entity	ITER ORGANIZATION
Recruitment reason	Replacement

## HR Follow-up

Email alerts	Every 10 applications
Main recruiter in charge	Violette Andre
Followed by	Mélanie Picarel
Alert recipient(s)	Violette Andre
Publication default start date	6/21/2013
Publication default end date	7/21/2013
Automatic update	No