IO1410 Maintenance Process Specialist CIE-313

General information

Job category	Standard
Status	Published
Department	DIP/Directorate for Plant System Engineering
Division	PSE/Plant Engineering Division
Section	PSE/ PED/ Maintenance & Remote Handling Section

Job description

Main job	Engineering - Mechanics
Title of the position	Maintenance Process Specialist CIE-313
Job family	Coordinating Technician
Grade	G5
Direct employment	Required
Purpose	To implement the ITER machine and plant maintenance policy and maintenance plan; To implement the principles and basic architecture of processes, procedures and related applicable documents for the maintenance of the structures, systems and components (SSC's) of the ITER nuclear facility.
Main duties / Responsibilities	Develops the workflow of maintenance process management documentation; Compiles SSC's maintenance procedures and maintenance records associated with each SSC in collaboration with the SSC's Responsible Officers; Supports the activities of the ITER Maintenance Working Group (MWG); Maintains and keeps up-to-date the ITER Maintenance Directory Software Tool; Guides the SSC's designers in the execution of their systems' maintenance compatibility and maintenance process integration assessment; Maintains and implements the use of the ITER Remote Handling Code of Practice; Maintains the ITER Document Management (IDM) web folder concerning the Maintenance & Remote Handling WBS 2.3; In collaboration with Quality Assurance Division, establishes a maintenance process control system compatible with the Project guidelines and with the requirements of the safety authorities; Maintains the Maintenance and Remote Handling Section technical website (SharePoint); Performs other duties in support of the project schedule as described in the Detailed Work Schedule and the Strategic Management Plan; 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. Reports to Maintenance and Remote Handling Section Leader; Acts as an interface between with all other ITER Directorates and Departments, responsible for the different SSC's; In response to requests from the Director-General and/or Plant System Engineering (PSE) Directorate Director, or proactively, informs the DG/ PSE Directorate Director 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.
Measures of effectiveness	Effectively develops the workflow of maintenance process management documentation within the defined time frame; Accurately compiles SSC maintenance procedures and maintenance records associated with each SSC, in collaboration with the SSC Responsible Officers; Maintains and keeps up-to-date the ITER Maintenance Directory; Provides relevant and appropriate guidance to SSC's designers in the execution of their systems' maintenance compatibility and maintenance process integration assessment; Maintains and implements the use of the ITER Remote Handling Code of Practice. SAP id 50001014 Project Construction Phase

Applicant criteria

Level of study	At least Bachelor's degree or equivalent
Diploma	Mechanical, System or Nuclear Process Engineering
Level of experience	At least 7 years
Technical experience	At least 7 years' experience in the field of maintenance of large (science or industry) projects; Experience with nuclear regulatory requirements applying to the maintenance of nuclear installations is required; Technical experience in the field of nuclear processes and technology is required; Very good experience in maintaining technical documents and procedures is required. Knowledge of the maintenance process requirements and maintenance process management for at least three of the following systems: mechanical systems, cooling water systems, cryogenic systems, magnets & power distribution (resistive and superconducting magnets, etc.), civil structures.
Social skills	Ability to work effectively in a multi-cultural environment , Ability to work in a team and to promote team spirit
Languages	English (Working)
Specific skills	CATIA, ENOVIA, MS Office standard (Word, Excel, PowerPoint, Outlook)
Others	Knowledge of process flow management tools is required; Knowledge and use of project lifecycle management tools (e.g. CATIA, ENOVIA).