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JOB DETAIL

Ref. IO1591 - 10/12/2015

CAD Section Leader - CIO-015

Main job	Computer Aided Design
Department	CIO/ Central Integration Office
Division	CIO / Design Office Division
Job Family	Section Leader
Application Deadline (MM/DD/YYYY)	11/03/2015
Grade	P5
Direct employment	Required
Purpose	<p>To ensure the production of the requested CAD (Computer Aided Design) deliverables in due time within quality & cost containment;</p> <p>To manage the CAD Section of the Design Office covering both plant and mechanical areas, involving a team of Design Coordinators, CAD Core Team Designers & Technicians and engineering contracts;</p> <p>To bring a strong industrial added value on staff and CAD activities management, CAD efficiency & quality, best CAD & Engineering industrial practices, proposals of improvements of the CAD infrastructure in the plant design area in particular, and schedule compliance.</p> <ul style="list-style-type: none">• Manages the Design Coordinators and CAD Core Team and contributes to the management of the Task Orders with contractors;• Manages the production based on the CAD Work-Plan and unplanned requests in the mechanical & plant design areas aiming at design quality, efficiency & schedule compliance;• Manages the following supporting activities such as CAD resources allocation within project priorities, documents review, regular progress meetings with the Contractors, preparation of the input for the Earned-Value analysis & key performance indicators;• Develops further an effective collaborative relation with the Department CAD Coordinators and Technical Responsible Officers, organizes regular meetings to review progresses, plan ahead, and fix issues;
Main duties / Responsibilities	<ul style="list-style-type: none">• Complements, develops, promotes and enforces the usage of best CAD design industrial practices in particular in the plant design area, such as: geometrical configuration, 2D-3D coherence, design standards, construction data, geometrical interfaces, contributes to technical issue fixing;• Enforces CAD Quality Assurance and Quality Control (QA/QC);• Identifies, analyses and fixes CAD production efficiency & design quality issue cases;• Proposes improvements for the Design Office (DO) processes & CAD infrastructure;• 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 Section and contributes to the staffing of the Section;• Assures that IO's goals are achieved in a timely and effective manner, which meets safety, quality, cost and schedule targets;• Maximizes human capital and people's commitment to achieving the IO goals;• Provides leadership in safety;• Builds and maintains relationship with internal and external stakeholders;

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RSS

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	<ul style="list-style-type: none">• May be requested to be part of any of the project team dealing with the above activities and perform other duties upon management request;• Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.• Reports to the Design Office Division Head;• Acts as an interface between the Design Office and Technical Department, Design Integration, Configuration and Contractors;• In response to requests from the Director-General and/or the Head of the Central Integration Office (CIO) or proactively, informs the DG/ CIO Head 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.• Supports the development & maintenance of, and implements the CAD Work-Plan fulfilling the requirements including in particular quality, schedule compliance, CAD flexibility & cost saving;• Develops further the plant design capabilities of the Design Coordinators and CAD Core Team;• Proposes improvements and associated KPIs for the DO processes & CAD infrastructure;• Enforces the 2D-3D coherence between schematics and 3D;• Is responsible for Section deliverables that meet safety standards, quality schedule and cost requirements;• Is responsible for implementation of safety nuclear regulation and other safety standards of the section's work;• Is responsible for adherence to technical standards.
Measures of effectiveness	
Project Construction Phase	
Level of study	At least Master's Degree or equivalent
Diploma	Plant, process eng. field, mechanical or other
Level of experience	At least 10 years
Technical experience/knowledge	<ul style="list-style-type: none">– CAD Design & engineering knowledge in nuclear environment / industry required in the following areas: general installation / arrangement, fluidics, power supply, HVAC, concrete and steel-frame buildings, electro mechanics, CODAC, Instrumentation & Control, penetrations, support systems, installation, commissioning, operation and maintenance, system approach, preliminary sizing, configuration control, nuclear requirements, QA/QC– A minimum of 10 years' industrial experience overseeing Plant DO activities in large multi-disciplinary nuclear projects performed in a remote design collaboration manner– Strong experience in the management of multi-disciplines design tasks and CAD & engineering contracts (measured through earned value), budget & planning– International experience would be an advantage– At least 5 years' experience in supervising a technical team– Ability to provide effective leadership– Ability to motivate and develop the team members' skills and experience
People management experience	At least 5 years
Social skills	Ability to work effectively in a multi-cultural environment Ability to work in a team and to promote team spirit
General skills	<ul style="list-style-type: none">– Ability to negotiate with influence and convince internal and external stakeholders;– High level of autonomy.
Others	<ul style="list-style-type: none">– A 10-years' experience with CATIA V5 Mechanical and Equipment & Systems, ENOVIA LCA – VPM V5 , See-System-Design, AVEVA/PDMS or/and other equivalent advanced mechanical & 2D-3D CAD plant tools are required;– An experience with a PLM would be highly appreciated.
Languages	English (Fluent)

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