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JOB DETAIL

Ref. IO1595 - 10/23/2015

Nuclear Buildings Coordinator - CST-025

Main job	Civil engineering
Department	CST / Construction Department
Division	CST / Facilities, Logistics & Materials Division
Section	CST/ FLM/ Building & Civil Works Section
Job Family	Coordinating Engineer
Application Deadline (MM/DD/YYYY)	11/22/2015
Grade	P4
Direct employment	Not required
Purpose	<p>To play a key role within the Building & Civil Works (BCW) Section which is primarily to ensure the oversight of the design and construction of the buildings and site infrastructure associated with the ITER project such that the project objectives in terms of cost, schedule and performance are achieved.</p> <p>As part of the Building, Infrastructure and Power Supplies Project Team (BIPS PT), supervises the preparation, update and management of the design input data and other technical information necessary to fully define the ITER requirements for the project including acceptance of the designs produced by Contractors.</p> <p>To manage the oversight of the construction and to ensure the implementation of the ITER project management systems in particular for the buildings and infrastructure that have a nuclear safety function.</p> <p>Monitors and implements the preparation, update and management of the technical documentation that forms the ITER requirements for the buildings and site infrastructure with a specific focus on the nuclear buildings;</p> <p>Assumes the role of RO (Responsible Officer) for Building(s) or parts of Building(s) as directed by the Section Leader and the BIPS Project Team leader;</p> <p>Analyses and prepares technical impact assessments of Project Change Requests (PCRs) affecting buildings and site infrastructure that have arisen due to proposed modifications on other areas of the project;</p>
Main duties / Responsibilities	<p>Assesses Deviation Requests raised by Domestic Agencies and subcontractors including the preparation and management of associated PCRs where necessary;</p> <p>Proposes categorizations and conducts technical review including recommendation of NCRs (Non Conformance Reports) raised by Domestic Agencies and subcontractors;</p> <p>Generates Acceptance plans, conducts technical reviews and generates acceptance reports for the designs prepared by the Domestic Agencies and their contractors and takes an active role as a technical expert in design reviews for the Nuclear Buildings;</p> <p>Makes recommendations for the formal acceptance of designs by the Nuclear Operator;</p> <p>Ensures the proper implementation the ITER management policies, procedures and work instructions in particular those relating to Quality Assurance and safety taking into account the specific requirements of the French legislation pertaining to Nuclear Installations;</p> <p>Leads meetings relating to the design and construction of the ITER buildings;</p> <p>Undertakes on-site oversight activities and audits to ensure that construction activities are carried out in accordance with approved designs;</p>

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	<p>Ensures full traceability of activities from design through to as-built records;</p> <p>Acts as Section Leader in case of absence and approved delegation;</p> <p>Writes and reviews technical documents, procedures and work instructions for the oversight activities;</p> <p>Effectively and efficiently check the written reports produced by others;</p> <p>Works closely with staff and contractors to ensure interfaces are coherent and managed in accordance with applicable configuration control procedures;</p> <p>Performs other duties in support of the project schedule as described in the Detailed Work Schedule and the Strategic Management Plan;</p> <p>May be requested to be part of any of the project team dealing with the above activities and perform other duties upon management request.</p>
Measures of effectiveness	<p>Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.</p>

Under the supervision and guidance of the BIPS PT Leader, reports to the BCW Section Leader;

Provides technical reports to the Technical Coordinator regarding Civil, Structural and Architectural Works;

Interacts with other BIPS PT staff, Building & Civil Works (BCW) Section Team Coordinators, Responsible Officers, IO line management, with all IO staff, with DAs' technical personnel; with IO contractor & technical departments;

In response to requests from the Director-General and/ Construction (CST) Department Head, proactively informs the DG and/or CST Department 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.

Compliance of assigned tasks to the ITER schedule;

Completion of technical responses within assigned timeframe including responses to RFIS (Requests for Information);

Number of technical documents drafted reviewed and approved successfully;

Contribution to technical meetings and level of positive feedback from attendees including the drafting and issuing of accurate meeting records (minutes);

Recognition by others of technical and managerial expertise including being delegated the role of Section Leader and/ or Technical Co-coordinator as and when required.

SAP ID: 50001061

Project Construction Phase

Level of study	At least Master's Degree or equivalent
Diploma	Engineering field
Level of experience	At least 10 years
Technical experience/knowledge	<p>– Understanding of the ITER project and/or Fusion environment would be beneficial</p> <p>– At least 10 years' experience in the field of civil engineering, with a strong level of competence in both design & construction oversight within a nuclear environment</p> <p>– Strong experience of design and construction within a nuclear environment & to specific internationally recognized standards applicable to the Nuclear Buildings Industry such as GS-R-3</p> <p>– Experience of design and construction within the framework of the specific French Nuclear Safety regulations would be beneficial</p> <p>– Experience of design & construction within the framework of Eurocodes would be beneficial</p> <p>– Experience of implementation of rigorous Quality Assurance procedures & management of associated documentation</p> <p>– Experience of motivating & leading people to achieve outcomes & in managing technical meetings to achieve project goals</p> <p>– Experience of basic project management concepts such as scheduling, EVM, task management.</p>
General skills	<p>– Experience of problem solving in a multi-task environment to strict deadlines;</p> <p>– Experience of making presentations, writing reports and effective verbal communication;</p>

- Experience of working within an international environment would be beneficial;
- Strong ability to effectively communicate, both verbally and in writing, with Officers at all levels distributed throughout the Organization;
- Ability to work effectively and take a lead role in a multi-cultural environment;
- Ability to motivate others and be recognized as a motivating leader;
- Ability to make decisions under stressful circumstances;
- Ability to work successfully in a team environment as well as alone.

Languages English (Fluent)

For more information about ITER, visit our web site : <http://www.iter.org>