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JOB DETAIL

Ref. IO1578 - 8/28/2015

Resource Ctrl.&Perform. Mgt. Sect/Div Head PCO-004

Main job	Executive Management
Department	PCO/ Project Control Office
Division	PCO / Resource Control & Performance Management Section/Division
Job Family	Section-Division Head
Application Deadline (MM/DD/YYYY)	09/20/2015
Grade	P5
Direct employment	Required
Purpose	<p>To lead the Resource Control and Performance Management activities within the Project Control Office (PCO).</p> <p>To ensure the planning of entire project resource, cost estimating and budget monitoring.</p> <p>To present project management progress through measurement of performance for both Central Team (CT) and Domestic Agencies (DAs), including Key Performance Indicators (KPIs) and Earned Value Management (EVM) to the CT Management and Executive Project Boards.</p> <p>To ensure that the project maintains high transparency in terms of schedule, cost and performance through accurate project performance reporting to stakeholders.</p> <ul style="list-style-type: none">• Supervises and manages activities related to strategic planning of the project resource and budget, cost estimation and provides advice to the senior management;• Responsible for cost estimating and cost engineering: establishing baseline estimates for the WBS elements , cost estimates of change requests, cost engineering for risk and opportunity management and the use of the central fund, and the estimate to complete the balance activities;• Manages the Reserve Fund, identifying opportunities to improve performance of the project by making relevant investments;• Supervises and manages the development and the implementation of EVM practice, various KPIs and continuous improvement of the Project Reporting system. Provides transparent periodic reporting to internal and external stakeholders on project baseline and performance;
Main duties / Responsibilities	<ul style="list-style-type: none">• Responsible for root cause analysis, identification of .process integration & improvement for performance optimisation and simplification across the project., in integration with Central Integration Office (CIO), Quality Assurance & Assessment (QAA) and other transversal entities of the project;• Implements defined project management procedures across the PCO and ensures that proper processes are respected and used by the staff;• Provides effective leadership for the Section/Division ensuring team members are motivated and constantly developing their skills and experience;• 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 and contributes to the staffing of the Section/Division;• 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 &

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	<p>potential to achieving the IO goals;</p> <ul style="list-style-type: none">• Provides leadership in safety;• Builds and maintains relationship with internal and external stakeholders;• May be requested to belong to any project team dealing with 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. <p>• Reports to Project Control Office Head;</p> <p>• Interfaces with other Divisions in ITER Organization, and the DAs for all matters of his/her responsibility;</p> <p>• In response to requests from the Director-General (DG) and/or Relationship Coordination Officer deputy Director-General (RCO/DDG), or proactively, informs the DG or RCO/DDG 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>
Measures of effectiveness	<ul style="list-style-type: none">• Prevents and resolves problems to recover delayed activities and/or to prevent delay;• Ensures that a fully consistent and complete technical baseline is maintained through implementation of the management plans established;• Responsible for Project Management deliverables that meet safety standards, quality schedule and cost requirements for the ITER project;• Ensures that the Section's / Division's resources are adequate to face the evolving project needs;• Responsible for Section's / Division's deliverables that meet safety standards, quality schedule and cost requirements;• Responsible for implementation of safety nuclear regulation and other safety standards of the section's work;• Responsible for adherence to technical standards.
Project Construction Phase	
Level of study	At least Master's Degree or equivalent
Diploma	Engineering, Business Administration or other
Level of experience	At least 10 years
Technical experience/knowledge	<ul style="list-style-type: none">– At least 10 years' experience in the fields of Project Management, Coordination, Expediting , Technical Integration and/or Plant Engineering in large scale projects for the construction of nuclear power plants or fusion facilities or other plants; international experience would be an advantage;– Experience and skills in Project Control and Management, especially in EVM and KPIs management is required;– At least 5 years of experience in Integrated Project Management and EVM Systems similar to Primavera, Cobra or other similar systems;– Experience in developing resource loaded networks;– Experience and skills in strategic planning and problem solving;– Overall knowledge on project design engineering processes, procurement processes, reporting and construction & commissioning schemes.
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">– At least 5 years' experience in supervising a team;– Ability to provide effective leadership;– Ability to motivate and develop the team members' skills and experience. <p>– Ability to negotiate with influence and convince internal and external stakeholders;</p> <p>– Ability to communicate efficiently, and to maintain healthy and open relationships with various project stakeholders;</p> <p>– Good planning and problem solving skills.</p> <p>– Ability to communicate clearly and write technical reports.</p>
Others	<ul style="list-style-type: none">– Proficiency in office software suite;– Overall understanding of the information systems

generally being utilized for the management and control of large scale plant construction projects;

Languages

English (Fluent)

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