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JOB DETAIL

Ref. IO1537 - 4/10/2015

Quality Assurance & Assessment Div. Head QAA-001

Main job	Quality Assurance
Department	DG/ Director-General
Division	Quality Assurance & Assessment Division
Job Family	Head of Division
Application Deadline (MM/DD/YYYY)	05/03/2015
Grade	D1
Direct employment	Required
Purpose	The Head of the Quality Assurance & Assessment (QAA) Division supports the Director-General (DG) of the ITER Organization (IO) in his responsibility as the nuclear operator for implementation and effectiveness of the quality program throughout the whole project. The QAA Division Head has delegated authority and is the process owner of the control of the ITER Management and Quality Program (MQP) system; this also applies to the maintenance and implementation of the ITER Quality Assurance Program (QAP) which is primary in the Management & Quality Program (MQP).

Is responsible for the overall control of the MQP system (including specifying & defining project quality requirements and proper flow-down of the requirements to subordinate procedures, etc.) in close collaboration with the Deputy Director-General/Relations Coordinating Officer and the project management offices (Project Control Office: PCO, and Central Integration Office: CIO); Establishes, maintains, enhances & implements the QAP within the IO Central Team (IO-CT) & the IO Domestic Agency (DA) teams in close collaboration with the PCO & CIO; in this respect, controlled work processes which are required for the ITER project execution & their owners are to be clearly defined;

Main duties / Responsibilities	Coordinates & integrates the DA QAA Programs into a common & effective QA system, implementing necessary audits of DAs & if needed of their suppliers; Develops & maintains training programs in QA & quality systems management for IO-CT & IO-DAs; Plans & implements internal process audits & surveillances; Is responsible, in close collaboration with other process owners, for coordinating the preparation of standards, specifications, requirements, procedures, instructions & guidelines, as may be necessary to implement the other work processes in the MQP and QAP (note: the hierarchy & relations among those documents are to be properly controlled for each work process); Advises Responsible Officers and DAs on matters affecting quality, and informs the DG when necessary; Is responsible for independent verification of compliance with requirements including those for design, procurement, installation & commissioning quality requirements; Prevents & identifies potential quality issues & assists in their resolution; In collaboration with Safety Division, is responsible for coordinating QA inspections/audits conducted by the regulatory body; Supervises Quality Control (QC) activity in collaboration with CIO for the QC groups, in the IO-CT engineering & construction Divisions who are in charge of QC
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	<p>implementation within the IO, DAs & DAs' suppliers; Ensures accurate & regular controls of quality related documents & records; Ensures the MQP & QAP related information is distributed to facilitate staff understanding & usage; Is responsible for providing a QAA interface with the ITER nuclear safety program; Maximizes human capital & people's commitment to achieving the IO goals; Provides leadership in QA;</p>
Measures of effectiveness	<p>Builds & maintains relationship with internal & external stakeholders; Maintains a strong commitment to the implementation & perpetuation of the ITER Safety Program, values and ethics.</p> <p>Under the supervision of the Deputy DG/Relations Coordinating Officer, reports to the DG; Acts as an interface between the ITER Responsible Officers & with groups involved in QA issues & the DAs.</p> <p>Manages efficiently the staff of the Division & the achievement of their performance targets; Effectively communicates the ITER Management & Quality Program (MQP) & the ITER Quality Assurance Program (QAP) throughout the project & sets measurable standards on QA performance (including providing accurate & up-to-date information to the IO staff); Establishes efficient processes & procedures required for the MQP & QAP implementation; Provides proper training of the MQP & QAP to the IO-CT & IO-DA staff; Maintains effective communication with all IO units & other stakeholders to maintain good relationships with them; Responsible for Division deliverables that meet safety standards, quality, schedule & cost requirements; Acts actively & effectively ensuring the IO is complying with the established processes under the QAP, nuclear safety regulations & other safety standards; Responsible for implementation of safety nuclear regulations & other safety standards applying to the Division's work; Responsible for adherence to technical standards.</p> <p>ID SAP: 50000032 Project Construction Phase</p>
Level of study	Master or higher degree
Diploma	Nuclear Engineering, engineering or other
Level of experience	At least 15 years
Technical experience	<p>At least 15 years' experience in an engineering / construction projects environment; At least 10 years' experience in the implementation of a nuclear quality assurance (QA) program; Experience in the successful implementation of quality assurance programs in a large construction project related to nuclear or fusion QA or excellent familiarity with the nuclear QA through operation of a facility is required; Experience in quality control (QC) in a large construction project related to nuclear/fusion or excellent familiarity with the nuclear QC program through operation of a facility; Demonstrated experience in the successful interaction with high level stakeholders in the scientific/technical international environment is an advantage; Previous experience of project or program management in the nuclear field, with supervisory responsibilities with regard to safety and site security.</p>
People management experience	At least 10 years
Social skills	<p>Ability to work effectively in a multi-cultural environment Ability to work in a team and to promote team spirit</p>
General skills	<p>Deep knowledge of nuclear quality assurance programs, especially that related to design control, configuration management, manufacturing, assembly and installation process, inspection and testing activities, and procurement processes; Knowledge of nuclear safety regulations, codes and standards, and QC; Knowledge of the tokamak fusion system design and/or ITER design is an advantage; General knowledge of nuclear plant design;</p>

Additional certifications in QA and audit are required.

At least 10 years of high level and supervisory positions in major organizations in an engineering or construction environment, preferably in a nuclear industry environment;

Ability to provide effective leadership;

Ability to motivate and develop the team members' skills and experience.

Ability to negotiate with influence and convince internal and external stakeholders

Others	Skills consistent with managing a complex developmental project
Languages	English (Working)

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