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JOB DETAIL

Ref. IO1735 - 7/6/2016

Construct. Program Managt. Resp. Officer CST-040

Main job	Construction
Department	CST / Construction Department
Job Family	Coordinating Engineer
Application Deadline (MM/DD/YYYY)	08/07/2016
Grade	P4
Direct employment	Not required
Purpose	<p>To lead and manage the construction program management reporting from set-up, implementation, execution, control, interfaces, and performance management reporting. Key focus areas include: (1) align the construction program management reporting with all project stakeholders (ITER Organization (IO)& Domestic Agencies DAs) and between Construction Management as Agent (CMA) contractor and Works Contractors; (2) manage the proper level of detail for the control and reporting of the construction program management; (3) implement the construction program management focus area in scope management, schedule management, cost estimating, cost controls, budgeting and forecast, change control, contracts & procurement, risk management, and document management.</p> <ul style="list-style-type: none">•Leads and manages the development and implementation of construction program management reporting by setting up the appropriate project management systems, processes, procedures, control, and management reporting for the construction execution of the assembly and installation activities;•Ensures that an adequate and appropriate construction program management reporting for the assembly and installation plan is in place in accordance with the approved "Strategy for the Assembly and Installation of ITER";•Ensures that all relevant Construction Program Management reporting policies and procedures and all relevant ITER Organization (IO) construction requirements and systems are in place and ready for construction,
Main duties / Responsibilities	<p>so that the Assembly and installation is completed on a timely manner based on the approved "4-stage approach" schedule;</p> <ul style="list-style-type: none">•Identifies risks and opportunities along with Construction Master Schedule at Level 2 and tracks the risk during preparation and execution of construction activities;•Ensures DA procurement delivery components are tracked against the Construction Master Schedule at Level 2, and highlight any impact on the critical path activities of the Construction Master Schedule•Coordinates the management reporting and integration of the construction program reporting between CMA and IO requirements such as scope management, schedule management, cost estimating, cost control, budgeting and forecast, change control, risk management, and document management;•Establishes realistic and achievable targets with all project stakeholders such as IO Milestones, Project Milestones, and Key Performance Indicators (KPI), and to ensure timely implementation of strategy, planning, and progress monitoring of the Assembly and Installation activities, and implement performance measurement using Schedule Performance Index (SPI) and Cost Performance Index (CPI) during the construction execution phase;•Contributes to the identification and analysis at Construction Program Management level of key strategic technical challenges and risks associated to the Assembly and Installation planning and management, in particular strategies for coordination between all parties having responsibilities for on-site activities such as IO, DA, CMA,

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	<p>and Works Contractors;</p> <ul style="list-style-type: none">•Provides the IO management and the DAs with an oversight of the state of realisation of the Assembly and Installation of the Tokamak Machine and plant facilities;•Performs other duties in support of the construction program management as described in the “Strategy for the assembly and Installation of ITER”;
Measures of effectiveness	<ul style="list-style-type: none">•Under the supervision of the Deputy Head of CST Department, reports to the CST Department Head;•Day-to day interfaces within the Construction Department (CST) members;•Frequent interfaces with all project stakeholders within IO departments, CMA Contractor, and Works Contractors; and ad-hoc interfaces with DA on as needed basis;•Coordinates with Project Controls Office (PCO) for IO integration reporting roll-up on schedule, cost, budget, risk, and management reporting;•In response to requests from the Director-General (DG), or proactively, informs the DG 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>•Develop a roadmap for the set-up and implementation of construction program management reporting needs;</p> <p>•Implement an efficient construction program management control and reporting with focus area on scope, schedule, cost, risk, and change management</p> <p>•Timely set-up of regular team input and review working sessions with all construction execution key team members;</p> <p>•Ensure the overall construction program management and progress reporting are issued on timely manner to all project stakeholders</p> <p>•Implement Lessons Learned within IO or from other projects; and implement continuous improvement on Construction Performance and Management Reporting where needed</p> <p>Project Construction Phase SAP Id: 50000109</p>
Level of study	At least Bachelor's degree or equivalent
Diploma	Engineering or Construction Managment
Level of experience	At least 15 years
Technical experience/knowledge	<p>–At least 15 years of industry experience in leading and managing the Project Services or Project Control role for major engineering, procurement, construction (EPC) projects on large scale projects with CAPEX in excess of multi-billions;</p> <p>–Minimum 5 years of managing or leading experience as Project Services Manager and subject matter expert (SME) knowledge in project management;</p> <p>–Knowledge of industry best practices on project management lifecycle, stage gate process, and construction management delivery process;</p> <p>–Experienced in the development and compiling of Construction Class 3 Cost Estimate for major capital project and AACEI standards. Experienced in the facilitating of Probabilistic Cost and Schedule Risk Assessment process</p> <p>–Experienced in Construction Change Management and Control Process;</p>
Project experience	At least 5 years
Social skills	<p>Ability to work effectively in a multi-cultural environment</p> <p>Ability to work in a team and to promote team spirit</p> <p>Ability to organize and monitor activities</p> <p>Ability to communicate effectively</p> <p>Ability to hold and respect deadlines</p>
Specific skills	Primavera
General skills	<p>–Extensive experience in similar jobs (involving similar work responsibilities) and/or additional training certificates in relevant domains may be considered a reasonable substitute for the required educational degree;</p> <p>–Advanced level of project management knowledge is required, certified Project Management Professional or Association for the Advancement of Cost Engineering International (AACEI) is preferred.</p> <p>–Hands-on experience of project management methodologies, process, tools, control, and reporting;</p> <p>–All-rounder knowledge and hands-on implementation skills in project management and construction management including scope, schedule, cost, estimate, change, risk, and document management;</p>
Others	<p>–Hands-on expertise at advanced level in the development and implementation of Primavera P6 for Scheduling and</p>

Primavera Risk Analysis for risk assessment;
–Strong knowledge of major capital project management process, systems, set-up, implementation, and coordination of data interfaces between Project Stakeholders and Contractors
–Skills consistent with managing a large scale or complex EPC projects, or R&D projects.

Languages

English (Fluent)

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