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JOB DETAIL

Ref. IO1896 - 9/26/2017

Construction Management Officer - CST-075

Main job Construction

Department CST / Construction Department

Division CST / Construction Management Division

Job Family Coordinating Engineer

**Application Deadline
(MM/DD/YYYY)** 11/08/2017

Grade P4

Direct employment Not required

Purpose To anticipate and identify possible technical, operational, managerial and/or contractual issues with internal and external stakeholders, and to proactively resolve them in collaboration and coordination with all concerned parties; To ensure effective, transversal communication with internal and external parties and stakeholders across the entire ITER Project.

-Anticipates, identifies and verifies issues across construction teams and/or with Construction Management Division (CMG), categorizes and registers them in a structured manner;

-Develops recommendations, priority management and recovery plans based on root-cause analysis with impact assessment of multiple options and escalates issues and resolution plans to Head of CMG when necessary;
-Implements resolution plan under supervision of Head of CMG and resolves issues as quickly as possible. To do so, interacts with concerned Responsible Officers (RO) or the most appropriate stakeholders involved, effectively communicates and convinces, reaches to agreement and defines follow-up actions together with appropriate line management of the ROs;

Main duties / Responsibilities

- Tracks progress of issue resolution and proactively provides any necessary supports to Head of CMG in his duty of resolving high-level issues;
- Schedules and implements a regular communication plan on status of issue resolution with concerned stakeholders;
- Records issues in Project Issue Management (PIM) system as necessary, in liaison with the Central Integration Office (CIO);
- Identifies any potential risks associated with the implementation of the recovery plans, communicating within CST and with Project Control Office (PCO) and recording identified risks in Project Risk and Opportunity Register (PROR);
- Builds and maintains relationship with internal and external stakeholders;
- Develops methodology to enable early detection of issues mitigating their impacts;
- Shares lessons learned from issues resolution and shares best practices throughout the entire Project;
- Supports the Head of CMG for any management issues and/or high-level tasks that needs problem solving and stakeholder management;
- May be required to work outside normal working hours, including nights, weekends and public holidays;
- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project schedule;
- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.

Measures of effectiveness Special notice: May be requested to work on beryllium-containing components. In this case, you will be required to follow the established ITER Beryllium Management Program for working safely with beryllium. Training and support will be provided by the ITER Organization;

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

My space



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My job alert

- Resolves outstanding issues in the scope of Construction Activities through implementing recovery plan within the defined schedule;
- Develops a complete register of issues sorted out with the defined methodology;
- Identifies systematically potential issues and provides an efficient action plan to avoid their development focusing on most critical problems;
- Shares and communicates effectively on lessons learned within the Project to upgrade issues' impact awareness;
- Establishes and maintains excellent relationship with different stakeholders.

Project Construction Phase

Level of study	Master or equivalent degree
Diploma	Business administration or Project Mangmt or other
Level of experience	At least 10 years
Technical experience/knowledge	Additional training in problem solving, negotiation or conflict management is considered as an advantage. <ul style="list-style-type: none"> -At least 10 years' experience in the field of in share and stakeholders management at an international level within a multicultural environment and complex governance structure; ; -Extensive experience in Construction or Manufacturing or related Project Management; -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.
Social skills	Ability to work effectively in a multi-cultural environment Ability to work in a team and to promote team spirit
General skills	-Ability to demonstrate strong leadership; -Ability to build a solid trusted-relationship with key stakeholders at all levels;
Others	-Excellent level of Microsoft Office applications such as PowerPoint, Word and Excel, in order to promptly prepare a necessary communication tools, i.e. Presentations, Analysis results, Reports, etc.; -Experience in using Issue Management Database or Risk Management Database.
Languages	English (Fluent)

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