

# Job Title: Contract & Control Responsible Officer TCWS-002

Req ID **850** - Posted **01/11/2019** - (France, 13067 St Paul Lez Duranc) - **Construction and Installation - New Posting**

The ITER Organization brings together people from all over the world to be part of a thrilling human adventure in southern France—building the ITER Tokamak. We require the best people in every domain.

We offer challenging full time assignments in a wide range of areas and encourage applications from candidates with all levels of experience, from recent graduates to experienced professionals. Applications from under-represented ITER Members and from female candidates are strongly encouraged as the ITER Organization supports diversity and gender equality in the workplace.

Our working environment is truly multi-cultural, with 29 different nationalities represented among staff. The ITER Organization Code of Conduct gives guidance in matters of professional ethics to all staff and serves as reference for the public with regards to the standards of conduct that third parties are entitled to expect when dealing with the ITER Organization.

The south of France is blessed with a very privileged living environment and a mild and sunny climate. The ITER Project is based in Saint Paul-lez-Durance, located between the southern Alps and the Mediterranean Sea—an area offering every conceivable sporting, leisure and cultural opportunity.

**Application deadline:** 08/12/2019

**Domain:** Construction

**Department:** Machine Construction

**Division:** Tokamak Complex

**Section:** Tokamak Cooling Water System

**Job Family:** Organizational Support

**Job Role:** Coordinating Officer

**Job Grade:** P4

**Language requirements:** Fluent in English (written & spoken)

**Contract duration:** Up to 5 years

## **Purpose**

---

As Tokamak Cooling Water System Section (TCWS) Contract and Control Responsible Officer, you will be responsible for the financial and schedule control of all technical work carried out with the TCWS Section. In addition, you shall assist the Contract Managers in ensuring efficient and effective management of resources (costs) and schedule. The role requires comprehensive project reporting, contract management, Five-Format Cost Performance and Earned Value Reports (EVM), and financial reporting, to IO Management, the US Domestic Agency, and the US Department of Energy.

## **Background**

The ITER Tokamak Cooling Water System (TCWS) has three separate primary heat transport systems supported by three additional systems, with a requirement to remove approximately 1,000 Megawatt of heat. These systems perform safety functions for confinement of radioactive material, confinement of high energy liquid, and decay heat removal which is generally lower in magnitude (less radioactive material, pressure, and decay heat) but of similar function to commercial fission reactors. The systems have 33 km of nuclear-grade piping, which is a comparable size to a commercial fission reactor water system. The design and procurement of the TCWS components are being undertaken by the ITER Organization under specific arrangements with the Domestic Agency of the United States. These arrangements require comprehensive project reporting to be made on a monthly basis and continuous interaction with the USDA and the internal IO teams in

order to ensure the USDA and the US Department of Energy are kept fully informed of the progress and cost of these activities.

### **Major Duties/Responsibilities**

---

- Monitors and controls the execution of contracts in accordance with agreed schedule, quality, and cost requirements;
- Prepares monthly status reports to inform the TCWS Section Leader about current and forecasted contract trends and issues in particular with respect to Schedule and Cost;
- Collaborates and directly interfaces with Project Control Office and Finance & Budget Division to provide monthly Cost Performance and Earned Value reports and ensure proper cost control, to provide the ITER Organization and US Domestic Agency and Department of Energy with updated status of project according to signed agreements;
- Contributes to the successful management of the TCWS contracts with suppliers;
- Contributes to the development, update, and reporting of the TCWS schedule;
- Ensures that required schedule interfaces and hand-offs to other organizational units responsible for project execution are identified, managed and updated as necessary, in particular that physical deliveries are identified, correctly understood, implemented and delivered according to construction need dates;
- Coordinates internal and external project reviews with the US Domestic Agency and Department of Energy in response to US reporting requirements;
- Develops project and risk plans according to approved procedures and best practice;
- Maintains project plans, milestones, change control and risk plans;
- Coordinates activities related to planning, scheduling, budgeting and cost control and ensures their compliance with approved policies, procedures, instructions and guidelines;
- Ensures cascade of requirements, implementation of nuclear safety guidelines and quality assurance standards are met;
- Prepares monthly contract accruals as needed for financial and earned value reporting;
- Leads change management for the Arrangements with the US-DA;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- May be required to work outside ITER Organization reference working hours, including nights, week-ends and public holidays.

### **Measures of Effectiveness**

---

- Assures efficient and accurate contract management supporting the contract technical responsible officers for the defined scope of responsibilities;
- Develops and maintains up to date project plans, schedules, change control and risk plans for TCWS;
- Takes initiative and proposes options and solutions to emerging risk and issues;
- Early and accurate warnings of cost and/or schedule variances are reported;
- Produces timely and accurate EVM and other project performance reports;
- Remedial actions to cost and schedule issues are identified and implemented following line management decision;

### **Experience & Profile**

---

- **Professional Experience:**
  - At least 10 years' experience being responsible of Project Management of complex mechanical systems including the production of EVM reporting;
  - Experience in the follow-up of industrial contracts for piping and other mechanical components would be advantageous.
- **Education:**
  - Master degree or equivalent in engineering field, project management or other relevant discipline;

- Project management certification will be considered advantageous;
- The required education degree may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.
- ***Language requirements:***
  - Fluent in English (written and spoken).
- ***Technical experience and competencies in:***
  - Project management and monitoring, scheduling, cost, scope, risk, & quality; tracking and reporting progress of defined scope, and contract management including the preparation of tenders, awarding and executing contracts;
  - Planning and budget management: planning of activities and associated budgets, ensuring production within the cost framework;
  - Experience in working and reporting according to US DOE 413.3 and ANSI 748 standards would be advantageous;
  - Experience in using Oracle Primavera and/or Deltek Cobra Project Management and EVM systems would be advantageous;
  - Industrial cooling water components and processes would be advantageous;
  - Procuring and manufacturing nuclear plant piping systems and components would be advantageous.
- ***Behavioral Competencies:***
  - Collaborate: Ability to dialogue with a wide variety of contributors and stakeholders;
  - Communicate Effectively: Ability to adjust communication content and style to deliver messages to work effectively in a multi-cultural environment;
  - Drive results: Ability to persist in the face of challenges to meet deadlines with high standards;
  - Manage Complexity: Ability to analyze multiple and diverse sources of information to define problems accurately before moving to solutions;
  - Instill trust: Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.

---

***The following important information shall apply to all jobs at ITER Organization:***

- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, ITER Values (Trust; Loyalty; Integrity; Excellence; Team mind set; Diversity and Inclusiveness) and Code of Conduct;
- ITER Core technical competencies of 1) Nuclear Safety, environment, radioprotection and pressured equipment 2) Occupational Health, safety & security 3) Quality assurance processes. Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members;
- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- 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;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- Informs the IO Director-General, Domain Head, or Department/Office Head of any important and urgent issues that cannot be handled by line management and that may jeopardize the achievement of the Project's objectives.