

# Job Title: Maintenance Material Officer IO1046

Requisition ID **3960** - Posted **30/04/2021** - (France, 13067 St Paul Lez Durance Cedex) - **Machine Operations - 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 a 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.

To see why ITER is a great place to work, please look at this video

**Application deadline:** 13/06/2021

**Domain:** Science & Operation

**Department:** Science, Controls & Operation

**Division:** Operations

**Section:** Not Applicable

**Job Family:** Project Engineering

**Job Role:** Engineer - 2

**Job Grade:** P3

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

**Contract duration:** Up to 5 years

## **Purpose**

---

As Maintenance Material Officer, you will develop and execute the strategy that ensures all plant systems under the responsibility of the Operations Division are available in due time to satisfy the needs related to the implementation of maintenance and inspection activities part of Maintenance program as well as corrective maintenance activities. Additionally, this position also ensures the parts operation achieves and maintains timely customer satisfaction. This includes some in depth involvement in inventory planning, pricing, procurement, order management processing and interfacing with third party logistics.

## **Background:**

The Operations Division is responsible for developing plans and procedures for implementation of commissioning, operation and maintenance work processes of the ITER Tokamak and plant systems in staged approach.

## **Major Duties/Responsibilities**

---

- Coordinates data integration and the structuring of processes and tools to manage spare parts transferred from construction during commissioning and temporary operation phases;
- Manages the internal ordering process, including identification of potential gaps and purchasing of missing parts, to optimize inventory and improve fill rate to reduce part obsolescence and scrap;
- Aligns strategies with the Maintenance team to ensure efficient order processing and effective replenishment of stocked spare parts (MRP);

- Monitors changing demand for parts and create plans to address the change, including machine life cycle management, end of product life part purchasing, engineering modifications that affect stock parts;
- Provides direction and guidance to maintenance, operation and procurement staff to monitor the efficiency, knowledge and skill sets of stakeholders to provide training, coaching and feedback as necessary;
- Assesses contractors' performance, establishes and analyses Key Performance Indicators;
- Acts as a Computerized Maintenance Management System key user for material management (inventory management, Material Requirements Planning, etc.) and procurement to ensure practices, processes, training and utilization of the Enterprise Resource Planning system of record is accurately deployed (currently SAP);
- Is responsible for proposing stock levels adjustments in order to improve the overall system reliability and equipment performance using a risk based approach;
- Evaluates issues related to maintenance parts availability, develops solutions, and provides reports to the Operation Division Head, writes and updates internal Maintenance Group procedures;
- Maintains up to date French Regulations applicable requirements pertaining to the operation and maintenance of industrial and nuclear facilities (e.g. Protection Important Component certification, ...);
- May be requested to be part of any of the project/construction teams and to perform other duties;
- May be required to work outside normal working hours, including nights, weekends and public holidays.

### Measures of Effectiveness

---

- Completes procurement activities in a timely manner within defined costs;
- Ensures that Key Performance Indicators defined for the each contract under the scope of responsibility are met;
- Ensures the compliance with all regulations in order to prevent health and safety risks for maintenance activities;
- Monitors activities by maintaining regular reports and performs inspections to confirm accuracy of work;
- Proposes and implements solutions and communicates procedural updates to all relevant stakeholders.

### Experience & Profile

---

- **Professional Experience:**
  - At least 8 years' experience in a position of accountability and responsibility for the Management of Maintenance materials in Supply Chain Management, Procurement, Operations, Logistics or Customer Service role in a distribution warehouse or production large-scale facilities.
- **Education:**
  - Master degree or equivalent in Supply Chain Management, Logistics, Procurement or other relevant discipline;
  - 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)
  - Spoken French language skills may be considered as advantageous
- **Technical Competencies and demonstrated experience in:**
  - Logistics, facilities and materials management: managing materials services, processes, and documentation;
  - Contract management and execution: defines requirements, monitors execution and manages external parties to ensure implementation and/or delivery within contractual scope (cost, quality, schedule, etc.);

- Development and implementation of maintenance work processes to drive efficiency in planning, scheduling, delivery and execution;
- Interface management: identifying technical, operational, and contractual interfaces to proactively reach resolution of issues, communicates issues and solutions with stakeholders;
- Project management: planning, measuring progress of work, managing risks and costs, executing within human and financial resources and reporting on progress;
- Performing tasks within cost and schedule, reporting on progress and issues in a timely manner; Learning rapidly and applying new standards and regulations (i.e. French and European);
- SAP PM for spare parts inventory purpose and Material Requirements Planning systems would be advantageous.
- **Behavioral Competencies:**
  - Action oriented: Taking on new opportunities and tough challenges with a sense of urgency, high energy and enthusiasm;
  - 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 gather multiple and diverse sources of information to understand problems accurately before moving to proposals;
  - 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.