

**Job Title: Procurement Plant & Machine Assembly Section Leader IO0399**

Requisition ID **7766** - Posted - (France, 13067 St Paul Lez Durance Cedex) - **Business Operations - New Posting**

Fusion, the nuclear reaction that powers the sun and the stars, is a promising long-term option for a sustainable, non-carbon emitting global energy supply.

The ITER Organization (IO), based in the southern France, welcomes best talents who can together prepare the way to this new energy in a truly multi-cultural work environment.

We offer challenging assignments in a wide range of areas and encourage applications from candidates will all levels of experience. Applications from under-represented ITER Members' nations and women candidates are strongly encouraged, as IO strongly believes that a diversified, equitable, and inclusive workplace is crucial in solving one of the most complex scientific and engineering projects in the world today.

As the IO attracts and retains people coming from a vast array of different backgrounds and cultures, discrimination and exclusion cannot be tolerated. The IO believes it is our diverse perspectives and background that gives unique strength and value to the ITER mission, regardless of race, member nation, gender, religion, status, sexual orientation, or disability - all are welcome and respected at ITER.

ITER CARE Values (Collaboration / Accountability / Respect / Excellence):  
We perform our work with care, we care for the well-being of colleagues, our families and ourselves, and we care about the health of the planet for generations to come. CARE drives our work and our behaviors at ITER.

To see why ITER is a great place to work, please look at this [video](#)

**Application Deadline:** 23/02/2025  
**Department:** Administration Department  
**Division / Program:** Procurement Division  
**Section / Project:** Procurement Plant & Machine Assembly  
**Group:** Not applicable  
**Job Family:** Line Management and Group Leaders  
**Job Role:** Section Leader  
**Job Grade:** P4  
**Language Requirements:** Fluent in English (written & spoken)  
**Contract Duration:** Initial Employment Contract up to five years with possibility for extension

**Overview**

**Are you looking for an exciting opportunity at the heart of an ambitious fusion energy project?** Join our Procurement Plant & Machine Assembly Section as a Section Leader, where the scope of this Section covers tokamak and machine assembly and construction procurement.

As a **Section Leader**, you will:

- **Lead a team** of procurement officers and buyers, assigning priorities to achieve objectives.
- **Coordinate delivery of procurement and contracts** ensuring quality, accuracy and deadlines with procurement plans. Supporting contract management within your scope
- **Propose efficient procurement strategies** and implement the procurement process in compliance with the IO rules and regulations.

**Key Duties & Responsibilities**

**Primary Responsibilities**

- Provides inclusive and effective leadership for the Section, ensuring team members are performing their assigned duties well, are motivated, and developing their skills and experience for the benefit of themselves and the ITER Organization (IO).
- Oversees the procurement processes, including tenders, evaluation reports, preparation of associated documents, contracts, and related agreements.
- Manages the planning of procurements assigned to the Section, raising early warnings as and when necessary.
- Proposes procurement strategies through a thorough analysis of the needs and associated risks, provides advice to the line management on appropriate tender and contractual strategies and potential issues post signature of the contract.

**Additional Responsibilities**

- Provides feedback, sets goals, and identifies opportunities for team members’ professional development.
- Advises and supports the technical teams and responsible officers in the preparation of sound technical specifications.
- Builds and maintains relationship with internal and external stakeholders.
- Leads negotiations, including for contract amendments in view of achieving the best value for the IO.
- Manages claims in coordination with the Claim manager and Legal Affairs.
- Partners with other Procurement Managers to provide input for the improvements and elaboration of procurement templates, policies and instructions.
- Deputizes and substitutes other Procurement Managers for any delegated tasks and on ad-hoc basis wherever needed.

**Please note that job descriptions cannot be exhaustive, and the staff member may be required to undertake other duties, which are broadly in line with the above primary responsibilities.**

**Experience & Profile**

**Essential:**

- **Significant experience** in procurement or supply chain, in the field of public administration, industry, energy, construction, or oil & gas.
- **Procurement:** Acquiring goods, services, or works from external sources in a cost-effective and efficient manner, including strategic sourcing, contract negotiation, and ensuring compliance with procurement policies and regulations in a range of simple procurement and low value contract to complex procurement and high value contracts.
- **Negotiation:** Ability to effectively communicate, collaborate, and reach mutually beneficial agreements in various situations, using interpersonal skills to build rapport, establish trust, and maintain positive relationships with others involved in the negotiation process.
- **Team Management:** Defining, organizing, and overseeing the day-to-day activities of a unit or team to ensure efficient and effective operations (internal and external).
- **Coaching and Development:** Supporting staff professional growth through coaching, mentoring, and providing opportunities for learning and development contributes to their success and the overall performance of the team.
- **Contract Management:** Negotiating contracts, monitoring their execution in line with the rules and regulations in place, ensuring adherence to contractual terms and conditions, recommending necessary corrective actions when needed.

**Desirable:**

- Managing Change: Implementing and managing organizational or process changes through communication and modelling adaptive actions to gain buy-in and engagement.
- Construction contract management is a bonus.
- IT and procurement tools, databases and ERP such as SAP.

**Qualifications**

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**Essential:**

- Masters’ degree or equivalent in Business Administration, Law or other relevant discipline.
  - *The required education degree(s) may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.*
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*The following items apply to all jobs and job holders for the duration of tenure at ITER Organization:*

- **The CARE Values are a framework of principles that guide our actions and define the culture and spirit of the ITER Project:**
  - Collaboration:** We collaborate with commitment and flexibility using the power of teamwork, building partnerships, and working with others to reach shared objectives;
  - Accountability:** We are accountable for the whole project - we take responsibility for our specific actions and are transparent in our daily work, holding self (ourselves) and others accountable to meet commitments;
  - Respect:** We treat each other with respect and dignity at all times, knowing that all of us belong here. We appreciate the value that our multicultural and diverse community brings to the ITER Project;
  - Excellence:** We are driven by excellence; we are agile and innovative while maintaining the highest standards of safety, quality and integrity;
- **ITER Core Technical Competencies:**
  - 1) **Nuclear Safety, Environment, Radioprotection and Pressured Equipment**
  - 2) **Occupational Health, Safety & Security**
  - 3) **Quality Control & 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 perform other duties in support of the project as defined by your line manager, and when relevant upon the request of the matrix manager;
- May be requested to work outside the ITER Organization reference working hours, including nights, weekends and public holidays, due to business needs - this may include on-call, shift work, etc.
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- For staff expected to perform on-call, shift hours, or other work outside ITER Organization reference working hours, including nights, weekends, and public holidays, **the possession of a driving license valid in France is required. no commuting vehicle will be provided by the ITER Organization.**
- Informs management of any important and urgent issues that cannot be handled by line or matrix management and that may jeopardize the achievement of the Project’s objectives;

The ITER Organization (IO) is an Equal Opportunity organization committed to diversity and inclusive in the workplace.