

Job Title: Material Coordinator IO0704 / IO0424

Requisition ID **7602** - 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 with 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: 10/11/2024

Department: Engineering Services Department

Job Family: Project Support

Job Role: Functional Officer – 1

Job Grade: G4/G5

Language Requirements: Fluent in English (written & spoken)

Contract Duration: Initial Employment Contract up to five years with possibility for extension

*The ITER Organization is opening multiple vacancies. The selection process will be conducted with the objective of filling **the two below vacant positions** with also the purpose of drawing up a reserve list of rostered candidates for future vacant positions. The reserve list initially remains valid for two years, with the possibility of extension at the Director General's discretion.*

Purpose

Do you have an interest in Material Coordinator? It is one of the important challenges of the ITER Project to anticipate the specific needs of the Construction on site and to ensure that the delivered materials, components and equipment are maintained as per the required standards.

As a Material Coordinator, your goals include:

- **Preparing and updating the Delivery Readiness Review process**, and its implementation by all actors part of the IO supply chain.
- **Developing and implementing Project Requirements** relating to the preservation of components critical for nuclear safety and the preparation and
- **Maintaining records** necessary to demonstrate the integrity of this safety function is a major task to be fulfilled and auditable.

Key Duties, Scope, and Level of Accountability

• Primary Responsibilities

- Writes and maintains all policies, processes, records and procedures necessary to ensure that ITER components, materials and tooling are received according to ITER Organization rules;
- Implements procedures and actions in accordance with the logistics processes needs, including all necessary data for an efficient inventory, preservation and delivery to construction contractors by the logistics entity;
- Ensures that the components, materials and equipment are preserved in accordance with defined requirements, especially for - but not limited to - Protection Important Components (PIC);
- Works closely with the ITER nuclear Safety Department and the ITER Quality Assurance department to ensure reception and storage activities are compliant with ITER Project requirements in particular for those components that have a nuclear safety function;

• Additional Responsibilities

- Is responsible for the cascade of Project requirements through the chain of external interveners (contractors and sub-contractors) and ensures through surveillance and audits that requirements are being met;
- Creates and follows up Deviation Requests and Non conformances in relation to the above mentioned processes.

Experience & Profile

• *Demonstrated experience and technical competencies in:*

- **G4: Minimum 5 years'** experience in the field of Supply and Material Management including shipment receiving, inspection, preservation and storage within a highly regulated domain such as nuclear or aerospace;
- **G5: Minimum 7 years'** experience in the field of Supply and Material Management including shipment receiving, inspection, preservation and storage within a highly regulated domain such as nuclear or aerospace;
- **Essential competencies and experience** required for success in the role:
 - **Supply and Material Management:** Planning, organizing, monitoring and controlling the procurement, storage, and delivery of goods to meet needs efficiently while maintaining optimal inventory levels.
 - **Quality Assurance/Control:** preparing and implementing quality control requirements and processes within a highly regulated domain such as nuclear or aerospace;
 - Writing procedures and processes in English with a strong focus on compliance, process and record keeping of all documentation.
- **Advantageous competencies and experience:**
 - Planning and coordinating maintenance activities: defining scopes of work, duration, estimating cost, sequencing, risk and planning for change management;
 - Working in a multi-cultural environment with global partners is advantageous;
Material Management software such as SAP, SmartPlant etc.

• *Education:*

- **Essential:** Bachelor degree or equivalent in of supply chain management, logistics or engineering 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.*

• *Language requirements:*

- Fluent in English (written and spoken).
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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.