

VACANCY NOTICE

POSITION TITLE	TECHNICAL SUPPORT STAFF - DIAGNOSTICS (F/M)
SELECTION REFERENCE	F4E/CA/FGIV/2013/0084
GRADE	CONTRACT AGENT – FGIV
LOCATION	BARCELONA, SPAIN
RESERVE LIST – MAXIMUM NUMBER	5
VALIDITY OF THE RESERVE LIST	31/12/2014
CLOSING DATE FOR APPLICATIONS	10/09/2013 AT 12.00 NOON, BARCELONA GMT+1

1. RESPONSIBILITIES

As a member of the ITER Department, the Technical Support Staff for Diagnostics will report directly to the Diagnostics Project Manager. He/she will be responsible for providing him and the Technical Officers of the Project Team with support for the preparation and follow-up of design and procurement activities associated with the European contribution to the Diagnostics for the ITER project.

The successful candidate will, among other tasks:

- Support the Technical Project Officers of the Diagnostic Project Team in the day-to-day execution of their tasks;
- Support the Project Team in liaising with the ITER International Organization (IO), suppliers and other groups and services within F4E, such as Drawing Office, Finance, Legal, Project Office, Planning and Scheduling, Contracts and Procurement and Quality Assurance;
- Contribute to the initiation, monitoring and follow-up of project activities undertaken within F4E and by suppliers, including on-site visits to suppliers as appropriate;
- Review and assess contractual, administrative and technical documentation provided by the ITER IO and suppliers,
- Participate in, and organize as appropriate, meetings with the ITER Organisation and suppliers, and prepare minutes, action lists and records of decisions as appropriate;
- Contribute to the preparation and handling of project documentation, including that required for F4E's reporting to the ITER Organisation, in accordance with the requirements of a strict quality management system;
- Contribute to the Diagnostic Project Team internal reporting activities to F4E management.

2. GENERAL CONDITIONS

A. ELIGIBILITY CRITERIA

A1. In order to be eligible the candidate must:

- Be a citizen of one of the Member States of the European Union or of a Third state fully associated with the Euratom fusion programme (Switzerland).
- Enjoy his/her full rights as a citizen.¹
- Have fulfilled the obligations imposed on them by the laws of their home country concerning military service.
- Meet the character requirements for the duties involved.
- Be physically fit to perform their duties².

A2. On the closing date for registration, the candidate must possess the following minimum qualifications:

A level of education which corresponds to completed university studies of at least three years attested by a diploma

AND

In addition to the above, appropriate professional experience of at least one year, acquired after the university degree.

Only study titles that have been awarded by the Members of the Joint Undertaking or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration.

A3. The candidate must possess a thorough knowledge of one of the official languages of the European Union and a satisfactory knowledge of another language of the European Union to the extent necessary for the performance of his/her duties.

B. QUALIFICATIONS AND EXPERIENCE REQUIRED

B1 Essential Selection Criteria

- University degree in engineering, physics or equivalent;
- Proven experience of at least 1 year in an engineering design/development function involving one or more of the following areas:
 - microwave systems (e.g. involving several of: detectors, transmission lines, antennas, low and high power sources, mixers etc.);
 - optical systems (e.g. involving several of: photo-detectors, visible and IR cameras, mirrors, lenses, filters, lasers, spectrometers etc.);
 - neutron, X-ray or gamma-ray detectors;
 - static and dynamic magnetic field sensors, from DC to MHz;

¹ Prior to any appointment, the successful candidate will be asked to provide a certificate issued by the competent authority attesting the absence of any criminal record.

² Before his/her appointment, the candidate shall be medically examined in line with requirement of Article 82(3)(d) of the Conditions of employment of other servants of the European Communities.

- bespoke scientific measuring equipment (using technologies other than those listed above);
- technically complex, static or dynamic mechanical systems (i.e. involving multiple interfaces and/or in challenging environments)
- signal conditioning electronics and data-acquisition systems;
- real-time and off-line data-processing software;
- Proven experience in the production and/or review of project documentation, in particular the drawing up and/or review of technical reports;
- Good command of both written and spoken English, the working language of the ITER Project.

B2 Advantageous Selection Criteria

- Working experience in engineering and design/development functions for technically complex systems;
- Technical and/or administrative follow-up of procurement contracts;
- Experience in working with quality assurance and control documentation within, or comparable to that in, a defined quality management system;
- Experience in preparation, presentation or review of documentation for formal design reviews;
- Working experience with two or more of the following classes of tools :
 - Engineering simulation and calculation software ;
 - Computer-aided design;
 - Document management systems;
 - Scheduling and project management related software
- Experience in working with recognized codes and standards for design and/or manufacture, especially nuclear codes and standards
- Autonomy and good organizational and problem solving skills;
- Good interpersonal skills and ability to integrate into an international and multicultural environment;
- Working experience in an industrial or research environment;
- Working experience in a European or international environment.

3. CONDITIONS OF EMPLOYMENT

A contract offer will be made as a Contract staff member, pursuant to Article 3a) of the Conditions of Employment of other Servants of the European Communities, for an initial period of three years, with the possibility of renewal. The probationary period is 9 months.

For more information on the selection process of contract agents and on the contractual and working conditions, please, refer to:

- **Guide for Applicants:**
<http://fusionforenergy.europa.eu/careers/vacancies/Default.aspx>
- **Conditions of employment of Other Servants of the European Communities:**
<http://eur-lex.europa.eu/LexUriServ/site/en/consleg/1962/R/01962R0031-20060701-en.pdf>

The successful candidate will be recruited in **function group IV (FG IV)**. The grade (13, 14 or 16) will be determined in accordance with the years of professional experience. **As an indication, the basic monthly salary, before any deductions or allowances for FG IV (grade 13 step 1) is currently 3.145,45€.**

For further information on remuneration for contract agents, visit:

http://ec.europa.eu/civil_service/job/contract/index_en.htm

In addition to the basic salary, staff members may be entitled to various allowances, in particular a household allowance, expatriation allowance (16% of basic salary and household allowance), dependent child allowance and education allowance. The salary is subject to a reasonable Community tax deducted at source and staff members are exempt of national taxation.

By way of an example and only as an indication, please see below the example of the monthly salary for a couple with 2 children including expatriation allowance (16%), dependent child (2 children under 6 years) allowance for 2 children:

FGIV/ grade 13/ step 1:

4.360,49€ net salary (including allowances, after taxes and pension contribution).

In addition, F4E offers social benefits with regards to schooling and a health insurance scheme.

Under certain circumstances, in particular where the jobholder is obliged to change his/her place of residence in order to take up employment, 'Fusion for Energy' may also reimburse various expenses incurred on recruitment, notably removal expenses.

The place of employment is **Barcelona, Spain.**

Given the needs of the organisation, the candidate may be offered an employment at any of the other F4E working places: Garching (Germany) or Cadarache (France).

For reasons related to the 'Fusion for Energy's operational requirements, the candidate will be required to be available at short notice.

4. SUBMISSION OF APPLICATIONS

The online application process starts upon clicking "**CLICK TO APPLY**" next to a vacancy of your interest on the Open Positions page:

<http://fusionforenergy.europa.eu/careers/vacancies/Default.aspx>

Applicants must register their applications online through the F4E E-recruitment tool by creating a valid F4E user account and submitting the documents mentioned below.

Please note that the online e-recruitment application tool is the *only* acceptable means of sending in job applications. Applicants are responsible for keeping their e-mail addresses and personal details up to date in their profile in F4E online application tool.

The mandatory fields in the profile marked with an asterisk should be duly filled in and the candidates are requested to submit the following 2 documents:

- A detailed Europass curriculum vitae in **English** (can be obtained at the following address: <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae>)
- A motivation letter of 2 pages maximum in English

Applications must be complete and validly submitted by the closing date for submission of applications

no later than 10/09/2013 at 12h00 noon, Barcelona GMT+1.

In case you encounter technical problems when trying to submit your application via the e-Recruitment tool, please make a screenshot and send it to: e-recruitment@f4e.europa.eu

It is the responsibility of the applicant to inform 'Fusion for Energy' about any technical problem without delay within the deadline mentioned above.

Please, **do not** send any supporting documents (i.e.: copies of your ID-card, educational certificates, evidence of previous professional experience etc.) **with your application at this stage if not specified in the Vacancy Notice.**