

VACANCY NOTICE

POSITION TITLE	SYSTEMS ENGINEER
SELECTION REFERENCE	F4E/CA/FGIV/2019/0126
GRADE	CONTRACT AGENT – FGIV
LOCATION	BARCELONA, SPAIN ¹
NUMBER OF SUCCESSFUL CANDIDATES SOUGHT FOR THE RESERVE LIST²	4
VALIDITY OF THE RESERVE LIST	31/12/2020
CLOSING DATE FOR APPLICATIONS	17/05/2019 AT 12.00 NOON, BARCELONA TIME

1. ORGANISATION SETTING

Fusion for Energy, or F4E, a European Union Joint Undertaking, headquartered in Barcelona, specifies and manages the production of the European contribution (45%) to ITER. This research fusion reactor in Cadarache, France, will progress fusion by a major leap towards clean and sustainable generation of abundant base load energy, complementing renewables.

ITER is one of the largest construction projects in Europe and the world's largest scientific partnership. ITER brings together seven parties that represent half of the world's population – the EU, Russia, Japan, China, India, South Korea and the United States.

The mission of the Systems Engineering Group is to ensure the coherence and consistency of all technical processes required to manage the European contribution to the ITER programme, for supporting the projects in system engineering, requirements management & verification (RMV), configuration and interface management in line with project requirements and industry standards.

The main responsibilities of the Group are:

- a) To develop System Engineering tools and processes, providing support to the Project Teams for using them. In particular, to manage and verify the requirements incl. compliance matrices

¹ Given the needs of the organisation, the candidate may be offered a position at any of the other F4E working places.

² The Selection Board will draw up the reserve list. Subject to availability of sufficiently good candidates, the list will be populated up to the number of successful candidates sought and stipulated in the vacancy notice. Eligible candidates who have been shortlisted for further testing and have obtained the highest overall marks following the assessment will be listed alphabetically. Where candidates tie for the last available place on the reserve list, they will all be included on the reserve list. Any readmitted candidates following a successful appeal at this stage of the procedure will also be added to the reserve list.

(relationship requirements - deliverables) at the various steps of the projects (from pre-contract up to the final acceptance);

- b) To develop the configuration management and configuration control processes according to QA requirements, including the management of Deviation Requests (DR), Non Conformities (NC) and Project Change Requests (PCR);
- c) To develop, maintain and deploy the overall system development process, including the phase review process, compliant with ITER project requirements;
- d) To deploy and maintain the ITER PLM system in F4E, as well as to support the Project Teams in its use;
- e) To organize trainings on System Engineering processes as appropriate;
- f) To support the Project Managers in the management of the various projects from a system engineering perspective.

2. RESPONSIBILITIES

As a member of the Systems Engineering Group, the Systems Engineer will report to the Head of the Group. He/she will be responsible for supporting the setting up, management and implementation of the F4E Systems Engineering methodologies.

The successful candidate will, among other tasks:

- Support the Systems Engineering Group in assessment of complex technical documentation such as technical specifications, deviations and nonconformities, technical and design reports;
- Prepare presentations and technical documentation related to Systems Engineering processes;
- Support the Systems Engineering Group in the development/maintenance and control of Systems Engineering processes like:
 - Requirements Management and Verification
 - Interfaces Management
 - Technical Reviews
 - Configuration Management topics
- Support the Systems Engineering Group for integration of the existing tools (PLM, DOORS, IDM);
- Support the Project Teams on Systems Engineering topics;
- Contribute to the necessary organisation and control of the documentation;
- Participate in relevant meetings like Design Reviews and Configuration Control Boards.

3. 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.³
- 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 duties⁴.

³ 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.

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 produce evidence of a thorough knowledge of one of the languages of the Union and of a satisfactory knowledge of another language of the Union to the extent necessary for the performance of his duties⁵. One of the two languages must be English.

B. QUALIFICATIONS AND EXPERIENCE REQUIRED

B1 Essential Selection Criteria

- University degree in one of the following technical disciplines: mechanical/electrical/system engineering, aeronautic/space sciences, physics, chemistry, mathematics, computer sciences, civil, industrial, nuclear;
- Very good knowledge in Systems Engineering topics;
- At least 3 years of proven experience in at least one of the following areas:
 - Configuration Management
 - Systems Engineering
- The working experience must have been acquired in organisations or industries in medium/large industrial or scientific projects (e.g. nuclear, space, aeronautics, defence, chemical, power production or mechanical environments) involving different engineering topics (e.g. Mechanical, electrical, electro-mechanical, thermal, software, etc...);
- Strong aptitude for team work, good interpersonal skills and ability to integrate into an international and multicultural environment;
- Good analytical capabilities and communication skills;
- Strong organisational skills and ability to work under pressure.

B2 Advantageous Selection Criteria

- Experience in the nuclear environment;
- Knowledge of scientific and engineering topics relevant for the ITER project;
- Experience in follow-up of contracts from the technical point of view;

⁴ 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.

⁵ Before obtaining an employment contract for indefinite duration, contract agents in function group IV shall be required to demonstrate the ability to work in a third official EU language.

- Knowledge of Project Management topics;
- Working experience in a European or international environment.

4. CONDITIONS OF EMPLOYMENT

Commitment to promote equal opportunities

'Fusion for Energy' is an equal opportunities employer and strongly encourages applications from all candidates who fulfil the eligibility and selection criteria without any distinction whatsoever on grounds of nationality, age, race, political, philosophical or religious conviction, gender or sexual orientation and regardless of disabilities, marital status or other family situation.

Depending on business needs and budgetary availability, the candidate(s) placed on the reserve list may be recruited as contract agents under Article 3(a) of the CEOS in Function Group IV with either a contract of an initial duration of three years, with possibility of renewal; or with a non-renewable contract of a shorter duration.

In both those cases, 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/Documents/Annex%20to%20the%20VN.pdf>
- **Conditions of employment of Other Servants of the European Communities:**
<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CONSLEG:1962R0031:20140101: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 3,462.02€.**

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.

For further information on remuneration for contract agents, visit:
https://f4e.europa.eu/downloads/careers/Remuneration_CA_2019.pdf

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 a position at any of the other F4E working places.

For reasons related to the 'Fusion for Energy' operational requirements, once the candidate receives the job offer, he/she may be required to be available at short notice (2 to 3 months).

5. 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 17/05/2019 at 12h00 noon, Barcelona time.

Reimbursement of travel expenses

Travel expenses incurred for tests will be reimbursed by 'Fusion for Energy' according to its rules for the reimbursement of travel expenses sent along with the letter inviting to an interview. After the submission of the required documents, the reimbursement of the travel expenses will occur in the 3 following months.

Protection of personal data - Privacy notice

'Fusion for Energy' as the body responsible for organizing the selection process, will ensure that applicants' personal data are processed as required by Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data. This applies in particular to the confidentiality and security of such data. Personal data shall be processed solely for the purpose of the selection procedure.

Applicants have the right to access and rectify their data. To update your CV and/or Motivation Letter and rectify any incorrect or inaccurate data, please login into your e-recruitment profile **before the deadline for submission of the applications elapses.**

After the deadline for applications has elapsed, this right will be limited to the rectification of identification details and contact information only.

Should the applicant have any query concerning the processing of his/her personal data, he/she shall address them to the following address: Resources-Controller@f4e.europa.eu

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: hr-selections@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.**

Appeal and Complaint procedures

Applicants that consider that he/she has been unfairly affected by a particular decision regarding this selection can lodge a complaint. For further details on how to proceed, please consult the appropriate document published on our [website](#).

6. RESERVE LIST

Suitable candidates placed on the reserve list may be recruited upon decision of the Appointing Authority. Candidates should note that inclusion on the reserve list does not guarantee recruitment.

This reserve list may be used for recruiting candidates on other similar positions carrying the same profile as the one described in this notice.

The validity of the reserve list could be extended if the Appointing Authority so decides.

All the detailed information concerning the selection process may be found in the "Guide for applicants" published on the F4E website along with this Vacancy Notice.