

## VACANCY NOTICE

<b>POSITION TITLE</b>	<b>TECHNICAL SUPPORT OFFICER (F/M)</b>
<b>SELECTION REFERENCE</b>	<b>F4E/CA/FGIV/2019/0127</b>
<b>GRADE</b>	<b>CONTRACT AGENT – FGIV</b>
<b>LOCATION</b>	<b>BARCELONA, SPAIN <sup>1</sup></b>
<b>NUMBER OF SUCCESSFUL CANDIDATES SOUGHT FOR THE RESERVE LIST<sup>2</sup></b>	<b>5</b>
<b>VALIDITY OF THE RESERVE LIST</b>	<b>31/12/2020</b>
<b>CLOSING DATE FOR APPLICATIONS</b>	<b>12/04/2019 AT 12.00 NOON, BARCELONA TIME</b>

### 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 **F4E Diagnostics Programme** team is responsible for managing the design and/or procurement of 21 state-of-the-art and, often, first-of-a-kind systems that will measure properties of the ITER plasma, as well as that of components facing the plasma.

The **F4E Antenna and Plasma Engineering Programme** team is responsible for the design and procurement of two of the three Additional Heating systems for ITER (Tokamak part). Specifically, the team responsibilities include four Electron Cyclotron (EC) Upper Launcher and EC ex-vessel waveguide systems and the fabrication of two Ion Cyclotron Antennas. In addition, the team is also responsible for the design, fabrication and installation of the EC Plant Control. These are first-of-a-kind systems, often requiring development or application of special fabrication technologies. Finally, most

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

<sup>2</sup> 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.

components are classified as Protection Important Components, as defined by the French Nuclear Authority.

The **Technical Support Services** unit supports the projects by providing them with technical expertise in the key domains of engineering and fusion technologies. In particular, the unit covers the following areas of expertise: mechanical engineering, analysis & codes, materials & fabrication technologies, electrical engineering, instrumentation & CODAC, CAD and Technical data management, transport & assembly, and metrology & reverse engineering.

## **2. RESPONSIBILITIES**

The Technical Support Officer will be a member of the Technical Support Services unit, within the ITER Delivery Department of 'Fusion for Energy'. He/she will support the Project Managers of the Diagnostics or Antennas & Plasma Engineering Programme teams or another ITER Delivery Programme for the preparation and follow-up of design and procurement activities for the European contribution to the ITER Project.

The successful candidate will, among other tasks provide support to one or more of the following activities:

- Preparation of complex technical documentation including technical specifications for Call for Tenders, design and technical reports, as well as technical support to the preparation/resolution of deviations/non-conformities;
- Assessment of reports, technical and engineering documentation provided by the ITER International Organization (IO);
- The assessment of reports and manufacturing documentation produced in the course of the execution of F4E's supply contracts, e.g. including Manufacturing Readiness Reviews documentation, Manufacturing Inspection Plans, Manufacturing and testing procedures, welding procedures and NDT reports, material certifications;
- Technical follow-up of supply contracts, including on-site visits to monitor design activities, preparations for manufacturing, manufacturing and related testing activities at the suppliers' site;
- Participation in technical and progress meetings with F4E's Suppliers, F4E experts and IO, including to assess technical and schedule risks and develop mitigations;
- Requirements Management & Verification (RMV), especially in the verification phase;
- Maintenance of contractual and technical documentation, e.g. including using the F4E document management and IO PLM systems.

## **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.<sup>3</sup>
- 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.

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<sup>3</sup> 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.

- Be physically fit to perform their duties<sup>4</sup>.
- 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 duties<sup>5</sup>. One of the two languages must be English.

## **B. QUALIFICATIONS AND EXPERIENCE REQUIRED**

### **B1 Essential Selection Criteria**

- University degree in Mechanical or Industrial Engineering or equivalent;
- Proven experience in three or more of the following areas, of at least 2 years, in a design, manufacturing or contract follow-up function:
  - ferrous and/or non-ferrous metallurgy, manufacturing, forming and joining techniques (especially welding and brazing processes);
  - advanced materials, coatings and ceramics technologies;
  - non-destructive examination and characterization techniques;
  - components for a high vacuum environment; methodologies, technologies and/or testing;
  - mechanical assembly and/or maintenance of complex systems;
  - testing of mechanical and/or electrical components and systems;
  - design and/or qualification and/or fabrication of components subject to Nuclear Safety requirements.
- Ability to work in a team;
- Good analytical capabilities;
- Strong communication skills;
- Good organisational skills and ability to work under pressure;
- Ability to integrate into an international and multicultural environment.

### **B2 Advantageous Selection Criteria**

Work experience in the following:

- Technical and system engineering documentation management, especially in DOORS;

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<sup>4</sup> 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.

<sup>5</sup> 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.

- Placement and/or follow-up of design and/or manufacturing contracts for technically complex systems or components;
- Suppliers' follow up for complex projects, specifically related to Quality Control;
- A nuclear environment and/or on nuclear components;
- 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](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 12/04/2019 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 (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/ECText with EEA relevance. 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](mailto: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](mailto: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.