

VACANCY NOTICE

POSITION TITLE	TECHNICAL SUPPORT STAFF (F/M)
SELECTION REFERENCE	F4E/CA/ST/FGIV/2015/002
GRADE	CONTRACT AGENT – FGIV / SHORT TERM
LOCATION	BARCELONA, SPAIN
VALIDITY OF THE RESERVE LIST	31/12/2016
CLOSING DATE FOR APPLICATIONS	07/07/2015 AT 12.00 NOON, BARCELONA GMT+1

Fusion for Energy seeks to establish a reserve list for the profile of Technical Support Staff for In-Vessel or Neutral Beam and EC Power Supplies and Sources Project Teams.

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.

1. RESPONSIBILITIES

As a member of the ITER Department of 'Fusion for Energy', the Technical Support Staff will report directly to the In-Vessel Project or Neutral Beam and EC Power Supplies and Sources Project Team Leaders. He/she will also support the Technical Project Officers of his/her team for the preparation and follow-up of design and procurement activities for the European contribution to the ITER In-Vessel or Neutral Beam and EC Power Supplies and Sources systems.

The successful candidate will, among other tasks:

- Support his/her team in assessment of reports, technical and engineering documentation provided by ITER International Organization (IO), European Laboratories and Suppliers;
- Provide support in the preparation and management of complex technical documentation such as deviations and nonconformities, technical and design reports, technical specifications for Calls For Tender, presentations, memoranda, QA documents according to the F4E Quality management system;
- Provide support for the management of various projects such as preparation of budgets, cost assessments, risk assessments, etc.;
- Participate in technical meetings with F4E contractors, ITER-IO and Suppliers;
- Assist in the follow-up of supply contracts including on-site visits to perform quality control and prepare relevant reports and summaries;
- Assist in the monitoring and updating of F4E time schedules;

- Organize meetings and prepare minutes;
- Assist in the management of the contractual and technical documentation using the F4E document management system ;
- Liaise with F4E Drawing Office in order to :
 - - trigger the exchange of CAD data with both ITER IO, the European Laboratories and the Suppliers;
 - - organize the preparation of the Drawings necessary for the procurement phases;
- Support the Technical Responsible Officer in the day-to-day execution of his/her technical tasks.

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.

The candidate must be able to communicate in English, the working language of the ITER Project.

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.

B. QUALIFICATIONS AND EXPERIENCE REQUIRED

B1 Essential Selection Criteria

- University degree in engineering or scientific subject or equivalent;
- Proven experience of at least 1 year in one or more of the following fields:
 - Ferrous and 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
 - Robotics, remote handling and remote sensing
 - Vacuum methodologies, technologies and/or vacuum plant engineering
 - Pressure vessel design, fabrication and testing
 - Magnet fabrication technologies
 - Cryogenic systems and/or Cryogenic plants
 - Cooling systems and/or Cooling plants
 - High heat flux components and heat transfer system design, fabrication and testing
 - Electromagnetic and circuit analysis
 - Power electronics and power conversion
 - Electrical power distribution
 - High voltage technology in particular for DC applications
 - Radio frequency and microwave engineering and technology
 - Radio Frequency generators
 - Control, Protections, Interlocks and instrumentation
 - applicable international standards
 - CAD expertise applied to mechanical fabrication technologies
 - Radioactive waste treatment
 - Tritium processing
 - Leak detection and leak localization
 - Radiological monitoring.
 - Mechanical Assembly of complex systems
 - Testing of mechanical and/or electrical and/or vacuum components and systems
 - Materials development or mechanical characterization of structural materials for nuclear application under high temperature
 - Materials development or characterization of ferritic-martensitic steels
 - Steel fabrication by powder technology and hot isostatic pressing
 - Steel joining techniques (diffusion bond, solid state, laser, arc, friction stir
 - Structural design or fabrication codes & standards in nuclear environment
 - Welding techniques
 - Thermo-mechanical and/or thermo-hydraulic analysis
- Working experience in:
 - Drawing up technical reports;
 - Quality assurance standards;
- Strong communication skills;
- Good organisational skills and ability to work under pressure;
- Ability to integrate into an international and multicultural environment;
- Good command of both written and spoken English, the working language of the ITER Project.

B2 Advantageous Selection Criteria

- Working experience in:
 - Budgeting, planning and scheduling also making use of dedicated software or techniques, in particular Primavera software;
 - Database management systems;
 - Technical follow-up of procurement contracts;
- Familiarity with one or more of the following class of software tools:
 - Simulation and calculation software
 - Computer-aided design
 - Data acquisitions and processing
 - Common Software languages
 - Scheduling and project management software
 - MS Office or equivalent
- 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 a maximum of three years, without possibility of renewal**³. 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/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 3.170,61 €.**

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:

4,119.33 net salary (including allowances, after taxes and pension contribution).

³ In the interest of the service, candidates may be offered a 3 year, non-renewable contract agent 3a) contract.

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 07/07/2015 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: 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.**