

**THE CLOSING DATE FOR SUBMISSION OF APPLICATIONS HAS BEEN EXTENDED!**

**VACANCY NOTICE  
F4E/TA/AD10/2011/0149  
(Temporary Agent – AD10)**

<b>POSITION TITLE</b>	PROJECT LEADER OF IFMIF/EVEDA PROJECT (F/M)
<b>GRADE</b>	AD10
<b>LOCATION</b>	ROKKASHO, JAPAN
<b>CLOSING DATE FOR APPLICATIONS</b>	<b>15/11/2011</b>

## **1. THE ORGANISATION**

The European Joint Undertaking for ITER and the Development of Fusion Energy ('Fusion for Energy' or F4E) plays a key role in realising fusion as a possible future source of energy by providing the European contributions to the ITER International fusion energy project and the Broader Approach Agreement with Japan as well as by preparing for the construction of a demonstration fusion reactor.

In its role as the Euratom Domestic Agency for ITER, F4E:

- Oversees preparation of the ITER project site in Cadarache, France;
- Provides in kind components, equipment, materials and other resources to ITER;
- Manages procurement arrangements with ITER ;
- Coordinates Euratom's participation in the scientific exploitation of ITER;
- Provides for the implementation of R&D activities in support ITER;
- Provides Euratom's financial contribution to ITER;
- Provides arrangements to make human resources available for ITER.

In its role as the Implementing Agency for the Broader Approach Agreement with Japan, F4E:

- Provides components, equipment and other resources for the Broader Approach (BA);
- Coordinates Euratom's participation in the Broader Approach implementation ;
- Provides for the implementation of associated R&D activities;
- Provides the Euratom financial contribution to the Broader Approach;
- Arranges to make human resources available for the Broader Approach.

In preparation for the construction of a demonstration fusion reactor (DEMO) and related facilities including the International Fusion Materials Irradiation Facility (IFMIF), F4E will implement a programme of research, development and design activities.

For further information about the structure and tasks of F4E, please consult the website at <http://fusionforenergy.europa.eu>

## 2. JOB DESCRIPTION AND RESPONSIBILITIES

In preparation for the construction of a Demonstration Fusion Reactor (DEMO) and related facilities including the International Fusion Materials Irradiation Facility (IFMIF), the Joint Undertaking has implemented, in collaboration with the Japan Atomic Energy Agency (JAEA) and in the frame of the Broader Approach Agreement, a programme of research, development and design activities which constitute the scope of the IFMIF/EVEDA project, which are:

- The design, construction, installation and commissioning of the Prototype Accelerator for IFMIF;
- The design, construction and tests of a downscaled prototype of the Target Facility;
- The design, construction and tests of prototypical Irradiation Test Modules for the Test Facility;
- The Engineering Design of the IFMIF facility.

As a member of the Broader Fusion Development Department of 'Fusion for Energy', the Project Leader (PL) for IFMIF/EVEDA will be the manager and spokesperson of the IFMIF/EVEDA project. He/She will lead the European-Japanese Integrated Project Team (IPT), in particular for the construction, installation and commissioning of the Prototype Accelerator at the Broader Approach site of Rokkasho, Aomori Prefecture, Japan.

Relying on the European and Japanese Home Teams, the main mission of the PL will be to direct all phases of realisation of the Prototype Accelerator, from reception of the subsystems (mainly delivered by European Institutions), installation, check-out of the components and commissioning of the accelerator with beam. The PL will initiate all necessary actions to meet the challenging objective of generating more than 1 MW beam power under continuous wave conditions.

Project Leader for IFMIF/EVEDA will coordinate the Accelerator Team at Rokkasho, composed of a set of “permanent staff” and “dedicated teams” associated to specific tasks, such as the delivery and start-up of components, in a given time schedule and also will propose the organization of the Accelerator Team. These activities will be performed in accordance with the Japanese Safety Regulations, for which the JAEA is responsible.

As the top level representative of the IFMIF/EVEDA project, the Project Leader will be the spokesperson of the IPT at the related Governance meetings, at scientific conferences and to the organisations interfacing with the project. He/she will work on the successful execution of the Procurement Arrangements in close interaction with the Implementing Agencies.

Among other tasks, the Project Leader for IFMIF/EVEDA will:

- Manage and lead the activities of the Project Team in Rokkasho and coordinate the activities in close collaboration with the Implementing Agencies;
- Prepare the Project Plan, the Work Programme and the Annual Report;
- Maintain accounts of the contributions of each Party;
- Report to the Steering and Project Committees on the progress of the IFMIF/EVEDA activities, in particular of the Prototype Accelerator activities;
- Organize the work to perform the installation, checkout and commissioning of the components and of the whole prototype accelerator, from injector to beam dump;
- Coordinate all operations performed on the accelerator prototype;
- Submit the operational plans to the JAEA Safety Team;
- Gather all relevant information and experimental results to make them available to the relevant scientific community.

### 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>1</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.
- Be physically fit to perform their duties<sup>2</sup>.

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

At least a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more and, after having obtained the university degree, at least 12 years of proven professional experience;

OR

At least a level of education which corresponds to completed university studies attested by a diploma when the normal period of university education is three years and, after having obtained the university degree, at least 13 years of proven professional experience;

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<sup>3</sup>.

#### B. QUALIFICATIONS AND EXPERIENCE REQUIRED

##### B1 Essential Selection Criteria

- University degree in Physics or Engineering or equivalent;
- At least 10 years of professional experience in research and construction projects;
- At least 3 years of proven professional experience as a manager with similar positions;
- Proven record of success in handling responsibilities ;
- Proven technical experience in the field of particle accelerators;
- Good organisational, analytical and planning skills;
- Strong ability to maintain diplomatic relations at a senior level and to ensure representation, communication and management in a complex, multicultural environment;
- Good command of both written and spoken English, the working language of the IFMIF/EVEDA Project.

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<sup>1</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.

<sup>2</sup> Before his/her appointment, the candidate shall be medically examined in line with requirement of Article 12(2)(d) of the Conditions of employment of other servants of the European Communities.

<sup>3</sup> In addition, staff members are required to have a working knowledge of a third EU language, as described in the applicable Staff Regulations and Implementing Rules in order to be considered for their first promotion.

## B2 Advantageous

- Experience in fusion science and technology;
- Experience in licensing particle accelerators or other nuclear facilities;
- Experience in the engineering of complex system in a research environment;
- Experience in managing projects in an European or international setting;
- Professional certification in project management and/or knowledge of project management methodology;
- Industrial experience in similar positions;
- Very good interpersonal skills.

## 4. CONDITIONS OF EMPLOYMENT

A contract offer will be made as a member of temporary staff, pursuant to Article 2(a) of the Conditions of Employment of other servants of the European Communities.

The successful candidate will be recruited in the grade AD10 on a contract with an initial duration of five years, with possibility of renewal.

The salaries of temporary agents are subject to a community tax deducted at source. They are exempt from national tax. The European institutions have their own social security and pension scheme. **As an indication, the basic monthly salary, before any deductions or allowances, for grade AD10 (step 1) is currently 8.064,86 €**

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.

Staff members located in the countries outside of European Union, are also entitled to various allowances, such as related to the accommodation, travel expenses, additional leaves, etc, specified in Annex X of the Staff Regulations of Officials and Conditions of Employment of Other Servants of the European Community. For more information, please click on the following the link:

[http://ec.europa.eu/civil\\_service/docs/toc100\\_en.pdf](http://ec.europa.eu/civil_service/docs/toc100_en.pdf)

It should be also noted that the high cost of leaving in Japan is compensated by correction coefficient mechanism, which is reviewed and adapted on annual basis.

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:** Rokkasho, Aomori prefecture, Japan.

Given the need of the organisation and upon the agreement of the candidate, the place of employment might have to be moved to any of the F4E working places: Barcelona (Spain), Garching (Germany) or Cadarache (France).

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

## 5. SELECTION PROCEDURE

A Selection Committee will be set up for the selection process. The eligibility of candidates will be assessed by the Committee according to compliance with all formal requirements by the closing date for the submission of applications. Any applications which do not meet the requirements specified in a vacancy notice (i.e. incomplete applications, applications submitted after the deadline or which do not meet the detailed criteria listed under 'the eligibility criteria') will be rejected.

Eligible candidates who meet all essential selection criteria and have the best profiles for the specific needs will be invited for an interview, which will be held mainly in English. Candidates invited for an interview will be requested to present for verification all documents supporting every educational achievement and work experience they have referred to in the application.

The interview will focus in particular on the candidate's specialist knowledge in the field of the selection and his/her knowledge of the main developments in European integration and Community policies. The interview is also designed to evaluate his/her linguistic skills and ability to adjust to working in a multicultural environment.

The interview sessions will be held in **Barcelona, Spain**.

**Please note that the Selection Committee's work and deliberations are strictly confidential and that any contact with its members is strictly forbidden.**

After the interviews, the Selection Committee will draw up a reserve list with the most suitable candidates, which will be adopted by the Appointing Authority and will be valid until 31 December 2012 and may be extended. As soon as this decision is taken, successful candidates will be informed. However, candidates should note that inclusion in the reserve list does not guarantee recruitment.

Please note that a binding commitment can only be made after verification of all conditions and will take form of a contract signed by the Director of 'Fusion for Energy', on proposal by the Selection Committee. If at any stage of the procedure it is established that any of the information a candidate provided is incorrect, this candidate will be disqualified.

The present vacancy notice is subject to the availability of budget and posts in the establishment plan of the Joint Undertaking, as decided by the EU budgetary authority.

It should be noted that the job offer to be made to the successful candidate selected by F4E will also depend on the acceptance of JAEA. A further interview may be needed to satisfy this criterion.

## **6. GENERAL INFORMATION**

### **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.

### **Approximate timetable**

As a rough guide only, the selection procedure can take up to 6 months from the date on which it was published to establishment of a reserve list.

### **Communication with applicants**

Taking into account the nature of the duties, and in order to facilitate the selection process, all communications to candidates concerning the selection procedures will be by email and in English only. Applicants are advised to check their e-mail regularly to see whether they have received any communication and also update their profiles in the e-recruitment tool in the event of any change in their contact details. All enquiries or requests for information or documentation in relation to selection procedures should be addressed to 'Fusion for Energy' HR Selections Team by e-mail to:

[hr-selections@f4e.europa.eu](mailto:hr-selections@f4e.europa.eu)

### **Reimbursement of travel expenses**

Travel expenses incurred for interviews 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.

### **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. In order to update your CV and/or Motivation Letter and rectify any incorrect or inaccurate data, please send an email to [hr-selections@f4e.europa.eu](mailto:hr-selections@f4e.europa.eu) **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)

### **Appeal and Complaint procedures**

Applicants that consider that he/she has been adversely 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.

### **7. 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.aspx>

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

**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 curriculum vitae in **European format in English** (that can be obtained at the following address:  
<http://europass.cedefop.europa.eu/europass/home/hornav/Downloads.csp>
- 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 **15/11/2011** 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](mailto: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.**