



Vacancy Notice

Head of Projects Department

Fusion for Energy (or F4E) is hiring a Head of Projects Department, who will play a key role in developing fusion, the power of the Sun, into a future sustainable energy source.

Reference	Grade	Location	Closing date
F4E/TA/AD12/2024/0268	Temporary Agent AD 12	Cadarache, France ⁱ	23/05/2024 - 12:00 noon (CET)

Is this job for you?

Do you have a track record of delivering complex technical projects? Are you ready to lead and inspire a team of professionals to work with industry and research laboratories to build components for a multi-billion-euro fusion experiment? Then this is the job for you as we are looking for our new Head of Projects!

Fusion for Energy (F4E) is managing Europe's contribution to ITER, the biggest fusion experiment, and is contributing to several other major projects in the same domain. The fusion landscape is changing fast and F4E as a key European player will enter in a new organisation in the coming months. The Head of Projects Department, will be at the heart of this new organisation, counting around 100 members of staff whose head is a member of F4E's leadership team.

Why F4E?

Fusion for Energy (F4E) is the European Union's organisation for ITER and the Development of Fusion Energy. We are working with industry and laboratories to deliver cutting-edge components to the ITER international fusion energy project. In parallel, we are working on other major projects in the same domain, including the JT-60SA experiment with Japan, a new material testing facility (DONES), and, in the long-term, preparing for the next generation of fusion devices.

F4E is headquartered in Barcelona with offices in Cadarache (France) and Garching (Germany). To deliver the European contribution to ITER, face the fusion challenges, and manage more than 400 professionals, F4E is moving towards a more diverse, flexible, and result-oriented organisation. Its renewed vision is focussed on (1) successful delivery of projects, (2) developing fusion talent and knowledge base for the development of commercially viable fusion power plants in Europe and (3) paving the way for a transition from research to a competitive European industrial fusion sector.

We are committed to Diversity & Inclusion

Fusion for Energy is an equal opportunities employer and takes care to avoid any form of discrimination. As part of its commitment to diversity, gender equality and geographical distribution, F4E strongly encourages applications from female candidates and applies a policy of equal opportunities. It does not discriminate against anyone on grounds of gender, race, colour, ethnic or social origin, genetic features, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability or sexual orientation. Fusion for Energy offers measures to reconcile professional and private life and will provide reasonable adjustments at the workplace for persons with disabilities.

Your key areas of impact

The Projects Department is responsible for the timely and cost-effective delivery of the European contributions to the ITER International Fusion Energy project and other fusion projects including the Broader Approach, DONES, Test Blanket Modules and eventually a programme for DEMO. The Department has around 100 staff organised into six Units (a) Project Performance Management, (b) Tokamak Systems, (c) Nuclear Systems, (d) Plasma Systems, (e) Buildings & Site Equipment and (f) Broader Approach and Roadmap Projects.

The Head of the Projects Department reports to the Director and is a member of F4E's leadership team contributing to the collective leadership of F4E. The Department is also locally representing F4E towards the ITER Organization in its role as the European Domestic Agency.

Their key responsibilities include:

- Ensure that the F4E programmes and projects are delivered to the required quality, according to the schedule and within the allocated budget in a fully "matrixed" structure with other F4E Departments
- Seek and implement full and open collaboration with the ITER project through integration and other means.
- Ensure the efficient organisation, staffing and external support to the F4E programmes and projects for optimum delivery within the available resources.
- Create a motivating and safe climate to foster the development of high performing teams, as well as supporting the professional development of the managers, programme, and project managers and staff under their authority.
- Coordinate F4E's representation in the programme and projects instances, in particular for the international ITER project, and support the Director for their participation in the governance.
- Ensure the proper, timely and transparent identification and assessment of risks, and foster their mitigation through adequate internal controls, in line with F4E's policies.
- Support effective relations with F4E's key stakeholders including industrial suppliers and European Fusion Laboratories.
- Collectively contribute with the senior management team to strategic decisions affecting F4E and the implementation of the longer-term vision of developing fusion energy.
- Contribute to the development of the organization with respect to people, processes, and structure in cooperation with the relevant departments and units in the organization.

What can we offer you?

Life in Cadarache

Cadarache is the site of the largest technological research and development center for energy in Europe including CEA research activities and ITER. Located in the French region of Provence, Cadarache is about 40 km from Aix-en-Provence and 60 km from Marseille. The South of France is blessed with a very privileged living environment and a mild and sunny climate. Located between the Southern Alps and the Mediterranean, Cadarache offers every conceivable sporting, leisure and cultural opportunity. The area is served by the international Marseille - Provence Airport and the national high-speed train (Aix-en-Provence TGV).

Salary and benefits

As an indication, the basic monthly salary for grade AD12 (step 1) is currently € 13.072,74. 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 salaries of temporary agents are subject to a community tax deducted at source and are exempt from national taxation.

Where you would need to relocate, you would normally benefit from relocation and removal reimbursements. F4E has agreements with a wide range of international schools to support access to schooling for the dependent children of its staff.

Work-life balance

F4E enables staff members to reconcile family and professional life by offering flexible work arrangements and teleworking.

F4E staff members enjoy a basic entitlement of 24 days of annual leave as well as +/- 18 statutory public holidays per annum. Additional leave days may be granted for age and distance from the place of origin.

How will we evaluate your application?

A Eligibility Criteria - you can apply if:

A1. You fulfil five general requirements

1. Being a citizen of one of the Member States of the European Union or of a third state fully associated with the Euratom fusion programme.
2. Enjoying your full rights as a citizenⁱⁱ.
3. Have fulfilled the obligations imposed on you by the laws of your home country concerning military service.
4. Producing the appropriate character references as to your suitability for the performance of your duties.
5. Being physically fit to perform your dutiesⁱⁱⁱ.

A2. Your Education & Experience are in line with our requirements^{iv}

On the closing date of the application process, you must have:

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 15 years of proven professional experience, of which at least 2 years should have been acquired as a manager;

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 16 years of proven professional experience, of which at least 2 years should have been acquired as a manager.

A3. Your Language Skills are developed

You must produce evidence of excellent written and spoken communications in English and of a satisfactory knowledge of another official language of the European Union.

B Your Qualifications and Experience

B1. It is essential that your professional history covers two areas:

B1.1. Technical selection criteria

- University degree in engineering or physical sciences.
- At least 15 years of professional experience commensurate with the responsibilities described above in the “Your key areas of impact” section.
- At least 10 years’ experience of managing programme and project portfolios of > 20 million EUR for complex technical projects.
- Successful delivery of complex technical project on quality, in time and on budget.
- Leading, motivating and developing teams of >20 personnel working on engineering or technical, construction or manufacturing projects.
- Proven experience in complex projects governance, organisation. and delivery.

B1.2. Management Skills¹

We take your management and behavioural abilities very seriously. The incumbent will be an exemplary leader. As part of the selection process, shortlisted candidates will attend a management assessment centre.

Amongst others, the following managerial competences in a non-eliminary basis will be assessed:

- Ability to communicate clearly, demonstrate a collaborative management style and foster the well-being of staff.
- Ability to build productive and cooperative working relationships with hierarchy, partners, and stakeholders.
- Ability to create and share a vision; motivate, coach, and develop others while fostering collaboration, trust, support, understanding, sharing and responsibility.
- Delegate, establish objectives and follow-up activities.

B2. Advantageous Selection Criteria

In addition to the above, the following criteria may be considered:

- Working experience in the design, construction, and operation of magnetic fusion devices and/or their components.
- Experience of negotiating large contracts (>10 million EUR) for engineering or technological, construction or manufacturing activities.
- Track record in applying industry standard project management methodologies, tools, and practices.
- Experience at senior management level in an organisation of 250+ employees (i.e. having been in an N-1 position)
- Post-graduate certifications in management studies, engineering, or project management.
- Experience working in international and multicultural environments.
- Track record in visibly championing/sponsoring or leading Diversity, Equity and Inclusion initiatives in the last 5 years.

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: <https://jobs.f4e.europa.eu/>.

¹ As per Annex of the Decision of the Administration and Management Committee of the European Joint Undertaking for Iter and the development of Fusion for Energy of 13 June 2019 on middle management staff.

You must register your application 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 submitting/sending in job applications. You are responsible for keeping your e-mail addresses and personal details up to date in your profile in F4E online application tool.

The mandatory fields in the profile marked with an asterisk should be duly filled in and you are requested to submit the following two 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 23/05/2024 at 12h00 noon Barcelona time.

In case you encounter technical problems when trying to submit your application via the e-Recruitment tool, please take a screenshot and send it to hr-selections@f4e.europa.eu. It is your responsibility to inform F4E about any technical problem immediately, 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.

Conditions of employment

Successful candidates will be placed on a Reserve List, and one of the candidates thereon may be offered this position.

For more information on the selection process of Temporary Agents and on the contractual and working conditions, please, refer to the “[Guide for applicants](#)” published on the F4E website along with this Vacancy Notice and the [Conditions of employment of Other Servants of the European Communities](#).

How is your data protected?

‘Fusion for Energy’ as the body responsible for organizing the selection process, will ensure that your 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/EC Text 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.

You have the right to access and rectify your 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.

Vacancy published on F4E website on 22/04/2024.

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

ii 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.

iii Before their 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.

iv 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.