

CORRIGENDUM

**THE DEADLINE FOR SUBMISSION OF APPLICATIONS HAS BEEN EXTENDED UNTIL
FRIDAY 14/10/2016**

VACANCY NOTICE

POSITION TITLE	HEAD OF THE ITER DELIVERY DEPARTMENT (F/M)
SELECTION REFERENCE	F4E/TA/AD13/2016/0209
GRADE	TEMPORARY AGENT – AD13
LOCATION	BARCELONA, SPAIN¹
VALIDITY OF THE RESERVE LIST	31/12/2017
CLOSING DATE FOR APPLICATIONS	<u>14/10/2016</u> AT 12.00 NOON, BARCELONA GMT+1

Fusion for Energy seeks to establish a reserve list for the profile of the newly established ITER Delivery Department at its headquarters in Barcelona.

F4E delivers Europe's contributions to the prestigious ITER international fusion energy project. It is managing a portfolio of some 3B€ of industrial projects in a range of high-tech domains across Europe. While F4E is an agency / Joint Undertaking within the framework of the European Commission, the role requires extensive experience and competencies from a high-tech industrial project environment.

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.

1. RESPONSIBILITIES

The Head of ITER Delivery will contribute to the strategic leadership of F4E as part of the senior management team and directly report to the Director. The ITER Delivery Department is composed of around 180 staff and is organized into nine Project Teams² and a transversal Technical Services Unit.

¹ Given the needs of the organisation, the candidate may be offered a position at any of the other F4E working places: Garching (Germany) or Cadarache (France)

The Head of ITER Delivery shall ensure the timely and cost-effective implementation of all activities under his/her responsibility with particular focus on managing the performance, capacity and skills of managers and staff under his/her authority. In particular, he/she will:

- Direct, in collaboration with the Heads of the ITER Programme and Project Management Departments, the efficient, timely and cost-effective implementation of the ITER projects under his/her responsibility;
- Monitor the implementation of the detailed work schedules for the ITER projects and optimise the allocation of human resources to Project Teams and Units for optimum delivery;
- Contribute, in collaboration with the Heads of the ITER Programme and Project Management Departments, towards the resolution of escalations when projects do not stay within cost or schedule;
- Within the available budget, ensure that Project Teams are staffed with sufficient internal and external resources;
- Ensure the efficient organisation of the Project Teams, consistent with the project objectives and available resources;
- Contribute towards the development of strategies for the procurement and delivery of the in-kind contributions to ITER;
- Manage, in consultation with the Head of Human Resources, personnel planning and development of managers and staff under his/her authority including recruitment;
- Develop the skill base of the managers and staff under his/her authority by a combination of training and other personal development means;
- Foster the involvement of highly skilled human resources in assembly and commission activities at ITER in close collaboration with the ITER International Organisation;
- Set SMART (specific, measurable, attainable, realistic and timely) targets and monitor their execution;
- Foster a motivating climate suitable to develop high performance teams;
- Ensure, in collaboration with the Head of Project Management, implementation of processes, systems and tools according to the integrated management standards;
- Support effective relations with industrial suppliers and European Fusion Laboratories in the domain of the ITER projects.

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.³

² Magnets, Vacuum Vessel, In-Vessel Components, Remote Handling, Cryoplant and Fuel Cycle, Test Blanket Modules and Materials Development, Diagnostics, Neutral Beam and EC Power Supplies and Sources, Antennas and Plasma Engineering

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.

- 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.

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 15 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 16 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 good command of English to the extent necessary to perform his/her duties and a thorough knowledge of another official language of the European Union⁵.

B. QUALIFICATIONS AND EXPERIENCE REQUIRED

B1 Essential Selection Criteria

- University degree in engineering or equivalent technical discipline (e.g. mechanical engineering, electrical engineering, computer science, etc.);
- Proven experience of at least ten years in the role of a development/delivery manager or equivalent for complex industrial projects of a technical nature, using a significant amount of subcontractors;
- Demonstrated experience of at least five years in a senior management position with at least 100 direct reports;
- Experience of managing projects within matrix organisations;
- Proven skills in people management, in particular the ability to lead, motivate and develop/manage large teams to the best of their potential;
- Good analytical, organisational and communication skills and ability to work under pressure and tight deadlines;
- Strong problem solving and ability to make analytical decisions based on accurate and timely analysis;
- Excellent command of both written and spoken English, the working language of the ITER Project.

B2 Advantageous Selection Criteria

⁴ 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.

⁵Promotion/reclassification is subject to working knowledge of a third EU language

- Experience of managing technological projects in an industrial and international environment;
- Knowledge of nuclear regulation;
- Proven capacity in negotiation of large industrial contracts;
- Certification in industry standard project management methodologies;
- Enjoys working in an international and/or multicultural environment;
- Knowledge of Quality Assurance and risk assessment methodologies.

3. 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.

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

The candidate(s) placed on the reserve list may be recruited in the grade AD13 on a contract with an initial duration of five years, with possibility of renewal. The established reserve list may be used to fill similar positions at the same grade but for 3 year non-renewable temporary agent 2(f) contracts. The probationary period is 9 months.

For more information on the selection process of Temporary 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 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 AD13 (step 1) is currently 12.057,21€.**

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 temporary agents, visit:

<http://www.fusionforenergy.europa.eu/downloads/careers/Remuneration%20TA.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: Garching (Germany) or Cadarache (France).

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).

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 07/10/2016 at 12h00 noon, Barcelona GMT+1.

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](#).