

## VACANCY NOTICE

<b>POSITION TITLE</b>	<b>ELECTRO TECHNICAL OFFICER (F/M)</b>
<b>SELECTION REFERENCE</b>	<b>F4E/TA/AD6/2014/0179</b>
<b>GRADE</b>	<b>TEMPORARY AGENT – AD6</b>
<b>LOCATION</b>	<b>CADARACHE, FRANCE</b>
<b>RESERVE LIST – MAXIMUM NUMBER</b>	<b>5</b>
<b>VALIDITY OF THE RESERVE LIST</b>	<b>31/12/2015</b>
<b>CLOSING DATE FOR APPLICATIONS</b>	<b>13/02/2014 AT 12.00 NOON, BARCELONA GMT+1</b>

### 1. RESPONSIBILITIES

As a member of the ITER Department of 'Fusion for Energy', and directly reporting to the Project Manager of Site and Building and Power Supplies Project Team, the Electro Technical Officer will implement and follow-up the necessary engineering phases and contracts for the construction of high-standard electrical systems for ITER site and buildings according to the general specifications received from the ITER International Organisation (IO).

The successful candidate will, among other tasks:

- Liaise with other Projects Team or Units of Fusion for Energy and the ITER Organisation in his/her area of expertise and responsibility;
- Participate in the implementation and the follow-up of the Electrical Procurement Arrangements (PAs) in the area of his/her responsibility;
- Prepare the technical specifications for the procurement contracts with the permanent goals to cope with the project requirements and to integrate the relevant optimizations generating cost savings without impact on the schedule;
- Ensure the consistency of the related administrative and legal documentation (contract, tender specifications,...), evaluate the tenders, monitor and master the progress of the contracts and their compliancy with the ITER IO and F4E requirements in the limits of his/her responsibility;
- Ensure that F4E Quality Assurance and Control requirements are implemented in all activities related to his/her area of responsibility in accordance with the arrangements established with the ITER Organisation;
- Manage design studies ensuring that all Functional / Layout / In-Service-Inspection (ISI)/ Commissioning / Maintenance requirements are properly satisfied through agreed and well defined procedures;
- Follow up with the adequate quality strictness the implementation of the programme of works and the compliancy with design requirements from the manufacture till the commissioning and the operation phase through the different construction works and tests;

**THE EUROPEAN JOINT UNDERTAKING FOR ITER AND THE DEVELOPMENT OF FUSION ENERGY**

Josep Pla nº 2 · Torres Diagonal Litoral · Building B3· 08019 Barcelona · Tel. +34 93 320 18 00 · Fax +34 93 320 18 51

<http://fusionforenergy.europa.eu>

- Contribute to the elaboration of periodical reporting documents (cost estimate and follow-up, project plans, risk analysis plans, deviations, );
- Assist the F4E Senior Officer in charge of electrical engineering management in the assessment and disposition of Project Change Requests (PCR), Field Change Requests (FCR), Deviation Requests (DR), Non-Conformance Requests (NCR) ensuring the prompt implementation of the required changes in design and construction phases, previous completion of a detailed costs / benefits analysis;
- Coordinate the related design activities and propose to the F4E Senior Officer in charge of electrical engineering management priorities for the execution of the work in the area of his/her scope of responsibility.
- Subsidize to the development of the work programs and schedules in his/her area of responsibility till commissioning and final documentation validation and approving;
- Contribute to and support the implementation of French nuclear requirements and European electrical standards.

## **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.<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 of at least 3 years attested by a diploma and, after having obtained the university degree, at least 3 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/her duties<sup>3</sup>.

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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/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.

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

### **B1 Essential Selection Criteria**

- University degree in Engineering or equivalent;
- At least 3 years of proven professional experience in the supervision of the implementation of electrical engineering projects involving large electrical procurements (more than 20 M€);
- At least 3 years of proven professional experience in the field of electrical engineering covering all project phases design, construction and commissioning preparation and follow-up;
- At least 3 years of proven professional experience in the field of electrical engineering applying european nuclear electrical safety codes or standards (RCCE, KTA,...) in large industrial projects (more than 20 M€);
- At least 3 years of proven professional experience in the management of electrical engineering projects including monitoring the status of the project and generating effective reports on the work, adressing “Costs / benefits analysis”, evaluating risk management and demonstrating meeting nuclear requirements to an Operator or Nuclear Safety Authorities;
- At least 3 years of proven professional experience in technical specifications preparation and supplier offer evaluation in large industrial projects (more than 20 M€) with high level quality and nuclear safety requirements;
- Strong communication skills;
- Good command of both written and spoken English, the working language of the ITER Project.

### **B2 Advantageous Selection Criteria**

- Additonal experience beyond the essential experience expressed above in the field of nuclear electrical engineering;
- Knowledge of electrical engineering automatic tools for dimensioning and diagramming electrical installations (CANECO, ...);
- Knowledge of scientific and engineering aspect of the ITER project and of related activities;
- Strong ability to work under pressure according to set schedules;
- Working experience in a European or international and multicultural environment.

## **3. 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 AD6 on a contract with an initial duration of five years, with possibility of renewal. The probationary period is 6 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/site/en/consleg/1962/R/01962R0031-20060701-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 AD6 (step 1) is currently 4.921,28 €.**

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.

**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:**

**AD6 step 1:**

**6.057,73€ net salary (including allowances, after taxes and pension contribution).**

**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/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 Cadarache, France.

Given the needs of the organisation, the candidate may be offered an employment at any of the other F4E working places: Garching (Germany) or Barcelona (Spain).

#### **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 13/02/2014 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](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/her stage if not specified in the Vacancy Notice.**