

VACANCY NOTICE

POSITION TITLE	QUALITY ASSURANCE SENIOR OFFICER (F/M)
SELECTION REFERENCE	F4E/TA/AD9/2014/0180
GRADE	TEMPORARY AGENT – AD9
LOCATION	BARCELONA, SPAIN
RESERVE LIST – MAXIMUM NUMBER	5
VALIDITY OF THE RESERVE LIST	31/12/2015
CLOSING DATE FOR APPLICATIONS	15/04/2014 AT 12.00 NOON, BARCELONA GMT+1

1. RESPONSIBILITIES

As a member of the ITER Department of 'Fusion for Energy', and reporting directly to the inline management (and on quality indirectly to the F4E Quality Manager), the Quality Assurance Senior Officer will provide support to the ITER Department on Quality Assurance (QA), Quality Control (QC) and Quality Management (QM) matters.

The successful candidate will, among other tasks:

- Advise the Department managers and responsible officers on quality matters;
- Monitor the Department QA activities and identify Quality Management System (QMS) implementation problems and opportunities for improvement. In order to carry out these tasks he/she is supported by the Department QA Officers (QAO), interacts with the Quality Manager (QM) and the other departments quality coordinators/officers;
- Discuss the issues identified in the above task with the QM and propose changes to the QMS on behalf of the Head of Department;
- Closely monitor the nonconformity control process implementation within the Department, reporting to the QM and management;
- Liaise with Project Team Managers /Heads of Unit on QA and QC topics ensuring that the QMS is implemented within the department;
- Technically manage the F4E “QA and Surveillance Support Inspectors” framework contract and any potential third party inspection Framework Contract for supporting QC activities;
- Act as F4E CE Marking Coordinator;
- Coordinate the team of QAOs of the ITER Department;
- Support the execution of audit and assessments of the QMS implementation within F4E and its suppliers;

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

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<http://fusionforenergy.europa.eu>

- Support the QM in the relations with the QA representatives of ITER International Organisation (IO) on QA aspects concerning Procurement Arrangements and Task Agreements;
- Provide input to the QM in the relationship with QA representatives of ITER IO, regarding those areas where the IO QA input has or could have a significant impact on the Department activities;
- Support, on assignment, a manager and task officers on quality activities such as monitoring, audits, documentation review, conformance processes, etc.;
- Participate in the QA Coordination Board meetings.

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:

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 duties³.

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 12(2)(d) of the Conditions of employment of other servants of the European Communities.

³ 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 10 years of proven professional experience in industry with project management activities and collaboration for medium and/large engineering projects under QA rules in any of the following areas:
 - mechanical,
 - nuclear
 - aerospace;
- Experience in leading a QA team;
- Knowledge of Quality Assurance rules and practices;
- Good analytical capabilities;
- 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

- Knowledge of engineering topics of fusion;
- Knowledge of project and technical management tools;
- Working experience in a European or international setting.

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 AD9 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 AD9 (step 1) is currently 7.127,99€.**

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 (under 6 years) allowance for 2 children.

AD9 step 1:

8.075€ 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 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' 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 15/04/2014 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

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.**