

VACANCY NOTICE

POSITION TITLE	DEPUTY PROJECT MANAGER – ITER SITE, BUILDINGS, AND POWER SUPPLIES (F/M)
SELECTION REFERENCE	F4E/TA/AD9/2018/0217
GRADE	TEMPORARY AGENT – AD9
LOCATION	CADARACHE, FRANCE¹
VALIDITY OF THE RESERVE LIST	31/12/2019
CLOSING DATE FOR APPLICATIONS	08/06/2018 AT 12.00 NOON, BARCELONA GMT+1

1. ORGANISATIONAL SETTING

Fusion for Energy, or F4E, a European Union Joint Undertaking, headquartered in Barcelona, specifies and manages the production of the European contribution (45%) to ITER. This research fusion reactor in Cadarache, France, will progress fusion by a major leap towards clean and sustainable generation of abundant base load energy, complementing renewables.

ITER is one of the largest construction projects in Europe and the world's largest scientific partnership. ITER brings together seven parties that represent half of the world's population – the EU, Russia, Japan, China, India, South Korea and the United States.

The F4E Site Buildings and Power Supplies (SBPS) Team manages the > 2000 million € building infrastructure programme on the ITER site in Cadarache.

The SBPS Team leads successful programme completion in all aspects of execution and ensures that contractors perform in line with budget, schedule, nuclear safety and quality as specified by F4E's client, the global ITER Organisation. The open position is that of Deputy Project Manager² for the TB04 technical infrastructure contract i.e. the largest (> 0.5 B€) and most complex design, procurement and erection coordination project of the multi-disciplinary building services in the Tokamak Complex and surrounding buildings.

¹ Given the needs of the organisation, the candidate may be offered a position at any of the other F4E working sites: Barcelona (Spain) or Garching (Germany).

² Currently the Project Managers are called "Technical Responsible Officers" in the F4E staff rules. (for internal communication only)

2. RESPONSIBILITIES

The successful candidate will work in close relation with the Project Manager in charge of the TB04, routinely deputising for him, and with the opportunity to be the first in line in terms of succession planning.

More specifically he/she will:

- Assess the progress of TB04 by tracking activities against the plan, provide regular and accurate reports, analyse and evaluate results;
- Supervise the work done by the contractors in terms of construction and execution designs, as per the specifications by the ITER Organization to ensure constructability, operation and maintenance of all the infrastructure systems;
- Manage and coordinate the program and schedule of activities related to procurement and qualification processes of electrical and mechanical equipment in close collaboration with ITER Organization relying on daily liaison between the design, procurement and the construction teams;
- Assist with the assessment and implementation of Project Change Requests (PCR), Field Change Requests (FCR), Deviation Requests (DR) and Non-Conformance Reports (NCR). Ensure timely implementation of the changes in design and procurement phases and provision of a detailed costs / benefits analyses;
- Coordinate and eventually oversee the work of contractors and subcontractors towards contractual commitments, in particular manufacturing;
- Ensure cost containment, schedule optimisation and performance in compliance with the agreed control levels as reflective of the nuclear and quality categories of the works;
- Participate to the schedule and budget elaboration and containment in his/her area of responsibilities;
- Manage the final cost of the project proactively; plan and record the necessary technical, operational and financial information required and contribute to the claim and variation management strategy.
- Work in full respect of F4E and ITER Organisation rules together with procurement and legal officers;
- Foster a climate of high performance teamwork, motivation and constructive collaboration among the project team, the industrial partners and the ITER organisation.

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.³

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 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 excellent command of both written and spoken English, the working language of the ITER Project and a thorough knowledge of another official language of the European Union⁵.

B. QUALIFICATIONS AND EXPERIENCE REQUIRED

B1 Essential Selection Criteria

- Master or University Diploma in Electrical, Electromechanical or Oil and Gas Engineering or equivalent;
- At least 10 years of professional experience as manager of large mechanical, oil and gas, marine and/or electrical design and construction projects including monitoring and follow up of schedule, budget, quality control procedures, contract administration and staff management;
- At least 3 years of experience as project manager in nuclear engineering and/or nuclear construction projects;
- Proven success in negotiating, with beneficial commercial outcome, contract amendments, claims and/or dispute resolution;
- Experience in a Quality Assurance environment related to nuclear work;
- Proven managerial skills, strong communication skills, good organisational skills and ability to work under pressure;
- Proven ability to integrate into an international and multicultural environment.

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

B2 Advantageous Selection Criteria

- Demonstrated motivation and keenness to join ITER project and its construction site in Cadarache; in particular through motivation letter which will be assessed as key criterion;
- Experience in managing contracts using FIDIC (International Federation of Consulting Engineers) rules or similar contract conditions;
- Experience in the area of nuclear electrical/mechanical equipment such as Heating/Ventilation/Air Conditioning, Fire Protection/Detection, Instrumentation and Control, Liquid and Gas generation/distribution/collection, and Handling Equipment systems;
- Project Management certification, PMP: Project Management Professional certification provided by Project Management Institute (PMI), Level C: Certified Project Manager (Practitioner Qualification) certification provided by International Project Management Association (IPMA); and PM² Certified certification provided by the European Commission or similar;
- Knowledge of French as well as European nuclear market prices for building services works;
- Experience in applying formal codes and standards to engineering projects;
- Knowledge of the French rules regarding nuclear and quality matters (INB order, ICPE Rules and Guidelines).

4. PRACTICAL INFORMATION

A Selection Committee will be set up for the selection process. The eligibility of candidates will be assessed by the Selection Committee according to compliance with all formal requirements by the closing date for the submission of applications.

Eligible candidates who meet all essential selection criteria and have the best profiles for the specific needs will be invited for the oral and written tests.

Prior to the oral and written test, all the shortlisted candidates may be requested to undergo an assessment carried out by an external contractor.

5. 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 AD9 on a contract with an initial duration of five years, with possibility of renewal. The established reserve list may also be used to fill similar positions at the same grade but for short term non-renewable temporary agent 2(f) contracts (according to budget availability). 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 AD9 (step 1) is currently 7600,25€.**

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_TA.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 **Cadarache, France**.

Given the needs of the organisation, the candidate may be offered an employment at any of the other F4E working places.

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).

6. 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 08/06/2018 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](#).

7. RESERVE LIST

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.