

ITER 국제기구 공모 직위 직무기술서 (제227차)

○ 2개 직위

구분	분야	소속	직위	Job No.	등급
①	재무·조달 (FPD)	Procurement & Contract Division Procurement, Construction, Assembly & Logistics Section	Procurement Responsible Officer	FPD-036	P4
②	플랜트 엔지니어링 (PED)	Fuel Cycle Engineering Division Fuelling & Wall Conditioning Section	Fuelling System Engineer	PED-153	P2

IO1934 Procurement Responsible Officer - FPD-036

General information

Job category	Standard
Status	Published
Department	FPD / Finance & Procurement Department
Division	FPD / Procurement & Contracts Division
Section	FPD / PCD / Procurement, Construction, Assembly & Logistics Section

Job description

Main job	Business Administration - Procurement
Title of the position	Procurement Responsible Officer - FPD-036
Job family	Coordinating Officer
Grade	P4
Direct employment	Not required
Purpose	<p>The present opening may be followed by other similar positions at the levels of Responsible Officer (P4) and/or Officer (P3), for which applications to FPD-036 shall be considered.</p> <p>To develop and propose contract strategies for large contracts.</p> <p>To manage tenders and place contracts for the ITER Organization (IO), from the establishment of the contract strategy through to the closure of the contracts.</p> <p>To interface with suppliers for large Tenderers conference, negotiations, changes in the terms of contract.</p> <p>To chair large tender processes for in-cash contracts and/or joint tenders with the Domestic Agencies (DAs).</p> <p>To coach the IO technical teams and propose improvements to existing processes and procedures.</p>
Main duties / Responsibilities	<ul style="list-style-type: none">-Manages procurement processes for contracts of significant financial and operational impact, including in particular the development of procurement plans, the preparation of the tender documents, the signature of the contract through to closure;-Develops procurement strategies through a thorough analysis of the needs and associated risks, provides advice to the line management on appropriate tender and contractual strategies and potential issues post signature of the contract;-Reviews and advises on technical specifications, proposes selection, award criteria, and drafts Instructions to Tenderers and special conditions of contracts;-Manages and chairs evaluation committees, supervises industrial information days and tenderers' conferences, organizes the assessment of the tenders;-Leads negotiation the view of achieving the best value for the IO;-Follows up on proper implementation of procurement plans and raises early warnings on potential issues;-Manages joint procurement with ITER Project Domestic Agencies;-Advises contract managers during the execution of the contracts and leads contract changes;-Provides input to continuous improvements for procurement procedures and processes and contract terms and conditions templates, ;-Coaches technical teams, and develops the awareness on procurement methodologies, procedures and best practices within the Procurement and Contracts Division;-Evaluates, prepares, and presents standard and ad-hoc status and progress reports;-Perform other duties in support of the project schedule;-Maintain a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics. <p>-Reports to the Procurement Construction, Assembly & Logistics Section Leader;</p> <p>-Interfaces with IO Technical Responsible Officers, IO line management and with DAs representatives;</p> <p>-Interfaces with contractors;</p> <p>-In response to requests from the Director-General and/or Head of the Finance & Procurement Department (FPD), or proactively, informs the Director-General/ Head of FPD of any important and urgent issues that cannot be handled by the concerned line management and may jeopardize the</p>

Measures of effectiveness	achievement of the Project's objectives.
	<ul style="list-style-type: none"> -Propose efficient procurement strategies; -Timely place and deliver contracts in compliance with the IO rules and regulations; -Develop and execute Procurement Plans according the ITER Project schedule; -Successfully handle negotiations with potential contractors; -Interfaces effectively with Domestic Agencies for joint procurement strategies; -Rigorously implement IO Procurement Procedures for contract awards.
	Project Construction Phase

Applicant criteria

Level of study	Master or equivalent degree
Diploma	Law or Business Administration, or other disciplin
Level of experience	At least 10 years
Technical experience/knowledge	<ul style="list-style-type: none"> -Excellent knowledge of public procurement and good project management. -At least 10 years' experience in procurement, preferably within an international environment; -At least 5 years of public procurement experience; -Proven relevant experience dealing with international and non-standard procurement requirements in a variety of sectors, especially scientific and construction projects; -Knowledge and practice of FIDIC contracts will be an advantage; -Project Management experience in addition to the procurement experience, will be an advantage.
Social skills	<p>Ability to work effectively in a multi-cultural environment , Ability to work in a team and to promote team spirit</p> <ul style="list-style-type: none"> -Ability to facilitate, negotiate, and dialogue with a wide variety of contributors and stakeholders in a leadership role; -Ability to adjust communication content and style to deliver messages;
General skills	<ul style="list-style-type: none"> -Ability to drive self, make proposals and persist in the face of challenges to meet deadlines with high standards; -Good organizational skills; -Ability to model high standards of team mindset, trust, excellence, loyalty and integrity.
Languages	English (Fluent)
Specific skills	MS Office standard (Word, Excel, PowerPoint, Outlook), SAP
Others	<ul style="list-style-type: none"> -Good command of the Microsoft Office package; -Proficiency in an Enterprise Resources Planning tool (SAP or similar).

IO1933 Fuelling System Engineer - PED-153

General information

Job category	Standard
Status	Confirmed
Department	PED / Plant Engineering Department
Division	PED / Fuel Cycle Engineering Division
Section	PED / FCED / Fuelling & Wall Conditioning Section

Job description

Main job	Engineering - Mechanics
Title of the position	Fuelling System Engineer - PED-153
Job family	Engineer - 1
Grade	P2
Direct employment	Required
Purpose	<p>To produce the process of Fuelling and Wall Conditioning (FWC) System together with other process and components and to develop system operational and control schemes.</p> <p>To produce the Fuelling and Wall Conditioning system engineering activities for design, R&D, procurement, installation and commissioning of the FWC System.</p> <p>To develop the design and system integration issues relating to the port plug and port cell integration for the FWC System, mainly Disruption Mitigation System (DMS). This includes the work defined in the DMS R&D Work Plan (TBC).</p>
Main duties / Responsibilities	<ul style="list-style-type: none">-Responsible for the process integration of FWC System and its utilities, mainly those for DMS;-Controls process interfaces of FWC System with other systems and components, such as tritium plant, vacuum system, cryoplant, cooling water, power supply, CODAC, etc.;-Assures control of physical interfaces of FWC Systems with building, tokamak machines such as vacuum vessel, in-vessel components, port plug facilities, etc.;-Supervises the Domestic Agency's (DA) progress in the design, R&D activities, contracts and procurement of the FWC System;-Provides assistance to DA's and ITER Groups to carry out design, R&D, interface control and procurement;-Provides technical support within the FWC Section to maintain and document the internal and external interfaces respectively for the FWC System;-May be requested to be part of any of the project/construction teams and to perform other duties in support of the project schedule;-Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics;-May be required to work outside normal working hours, including nights, weekends and public holidays. <p>Special notice: May be requested to work on beryllium-containing components. In this case, you will be required to follow the established ITER Beryllium Management Program for working safely with beryllium. Training and support will be provided by the ITER Organization.</p>
Measures of effectiveness	<ul style="list-style-type: none">-Reports to the Fuelling & Wall Conditioning Section Leader;-In response to requests from the Director-General and/or the Head of the Plant Engineering Department (PED), or proactively, informs the DG/ PED Head of any important and urgent issues that cannot be handled by the concerned line management and may jeopardize the achievement of the Project's objectives.-Assure high quality completion of the activities of Engineering, R&D, procurement and implementation according the required time schedule and within the authorized budget;-Perform work safely and securely;-Resolve efficiently design and interfaces issues for FWC;-Communicate and collaborate effectively and harmoniously with ITER staff, DAs and contractors. <p>Project Construction Phase</p>

Applicant criteria

Level of study	Bachelor or equivalent degree
Diploma	Mechanical or electric engineering field or other
Level of experience	At least 7 years
Technical experience/knowledge	<ul style="list-style-type: none"> -At least 7 years' experience in performing the design, construction, installation, commissioning and operation of fuelling systems in fusion devices or similar, including 2 years of project management experience; -Knowledge of tritium safety, nuclear licensing, cryogenic system, vacuum pumping system and plasma physics is advantageous; -Experience in coordinating activities and managing interfaces. <p>Extensive experience in similar jobs (involving similar work responsibilities) and/or additional training certificates in relevant domains may be considered a reasonable substitute for the required educational degree.</p>
Social skills	Ability to work effectively in a multi-cultural environment , Ability to work in a team and to promote team spirit
General skills	<ul style="list-style-type: none"> -Ability to facilitate dialogue and negotiate with a wide variety of contributors and stakeholders; -Ability to listen and adjust communication content and style to deliver messages; -Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.
Languages	English (Fluent)
Specific skills	Computer Aided Design, MS Office professional (Access, Project, Publisher, Visio), MS Office standard (Word, Excel, PowerPoint, Outlook)
Others	<ul style="list-style-type: none"> -Good knowledge of Microsoft office standard and beyond (Word, Excel, PowerPoint, Outlook, Visio, Project); -Capability with Computer Aided Design (CAD with special attention to AVEVA PDMS) software is highly desirable