

Job Title: Legal Officer IO0934&0987

Req ID **1280** - Posted **24/01/2020** - (France, 13067 St Paul Lez Durance Cedex) - **Business Operations - New Posting**

The ITER Organization brings together people from all over the world to be part of a thrilling human adventure in southern France—building the ITER Tokamak. We require the best people in every domain.

We offer challenging full-time assignments in a wide range of areas and encourage applications from candidates with all levels of experience, from recent graduates to experienced professionals. Applications from under-represented ITER Members and from female candidates are strongly encouraged as the ITER Organization supports diversity and gender equality in the workplace.

Our working environment is truly multi-cultural, with 29 different nationalities represented among staff. The ITER Organization Code of Conduct gives guidance in matters of professional ethics to all staff and serves as a reference for the public with regards to the standards of conduct that third parties are entitled to expect when dealing with the ITER Organization.

The south of France is blessed with a very privileged living environment and a mild and sunny climate. The ITER Project is based in Saint Paul-lez-Durance, located between the southern Alps and the Mediterranean Sea—an area offering every conceivable sporting, leisure, and cultural opportunity.

To see why ITER is a great place to work, please look at this video

Application deadline: 01/03/2020

Domain: Director-General

Department: Office of the Director-General

Division: Legal Affairs

Section: Not Applicable

Job Family: Organizational Support

Job Grade: P2/P3

Language requirements: Fluent in English (written & spoken)

Contract duration: Up to 5 years

Purpose

Two vacancies for two different profiles:

As a Legal Officer, you will provide legal advice to all internal departments/units on all legal issues facing the ITER Organization (IO) and their related policy implications, in line with the legal status of the IO as a public international organization.

One position will be focused on insurance and contract management, as part of this role, you may be requested to manage the insurance policies placed by the IO and to interface between brokers/insurers and the ITER Organization's technical departments.

The second position will be more of a generalist Legal Officer, with a focus on labour, immigration law and its application.

In this context, you may be in charge of drafting and negotiating legal acts/agreements related to the operations of the ITER Project which have complexities, sensitivities and/or financial implications.

Please note, for both positions, we will consider applicants who meet both the P2 and P3 level criteria (see details below) and will make any recruitment offers with amendments as necessary.

Background

Legal Affairs (LGA) within the Office of the Director-General provides advice on all legal issues of the ITER Organization and the ITER Project. LGA ensures that the functioning of the Organization is in line with its mandate and in accordance with international law and with Host State law applicable to the Organization as nuclear operator in France.

LGA provides legal support on all activities of the ITER Organization, contributing to the achievement of its goal, including dealing with legal issues concerning contractual relations, negotiation, and advice on intellectual property rights, contractor's performance, termination, or settlement of disputes.

Main Duties/Role & Responsibilities

- Reviews draft contracts, contract templates and internal regulations within the procurement field;
- Provides legal advice and support in relation to business law in particular concerning provisions such as force majeure, liquidated damages, bonds and guarantees, termination, liability, insurance, health & safety related matters, confidentiality, privileges and immunities, etc.;

- Provides legal advice on a broad range of law applicable to the IO including labour law, social security law, company law and tax law;
- Provides advice and assistance to technical staff in the monitoring of contract execution, pre-litigation monitoring and contractual legal risk assessment, or claims management;
- Provides advice on dispute resolution with contractors;
- Drafts legal documents and instruments which aim to implement the provisions of the ITER Agreements (https://www.iter.org/doc/www/content/com/Lists/WebText_2014/Attachments/245/ITERAgreement.pdf), its Annexes and Related Instruments;
- Ensures law related to insurance applicable to the ITER Organization is respected and properly implemented;
- Manages insurance policies for the ITER Organization (IO) and interfaces between brokers/insurers and the ITER Organization's technical departments;
- Manages the annual renewals of the ITER Organization insurance policies and major claims under the ITER Organization insurance policies from the opening of claims until their settlements;
 - Ensures that IO is properly compensated if it suffered damage covered by insurance policies.
 - Manages the declaration and instruction of claim files.
 - Follows-up of claims until their indemnification.
- Performs comparative analyses of the legislation and best practices of the different international organizations when required and in particular for contract –related issues;
- May be requested to support of any of the project/construction teams and to perform other duties in support of the project;
- May be required to work outside ITER Organization reference working hours, including nights, weekends and public holidays.

Measure of Effectiveness

- Handles accurately and efficiently all legal questions within the defined schedule mitigating risks for the IO;
- Develops and reviews legal documents within the defined schedule and to a high quality;
- Provides efficiently relevant expertise (in labour law or insurance/contract) and issues proper and deep analyses upon request;
- Undertakes research and studies to solve issues as needed;
- Maintains up to date accurate data base, ensuring the daily follow-up of insurance claims topics;
- Produces and delivers quality results in a service-oriented and timely manner and is action oriented and committed to achieving agreed outcomes.

Experience & Profile

- *Professional Experience:*
 - At least 5 years (or at least 8 years at P3 level) of experience working in a complex industrial company or research organization in any of the below contexts:
 - Business law;
 - Insurance;
 - Contract management and negotiation;
 - Labour law, immigration law.
- *Education:*
 - Master's degree or equivalent in business law or other relevant discipline;
 - The required education degree may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.
- *Language requirements:*
 - Fluent in English (written and spoken);
 - French language (written and spoken) skills will be considered advantageous.
- *Technical Competencies:*
 - Blended technical legal background which shows a deep understanding of legal business requirements;
 - Knowledge and practice of French insurance law is considered as an advantage;
 - Managing insurance program and insurance claims on a construction projects;
 - Demonstrated understanding of the rules and principles governing operation, structure, procurement and of the relationship with other actors of international or national law is preferred;
 - Developing policies and guidelines in order to ensure best practices in legal domains;
 - Analyzing critically the factual and legal framework, taking into account the overall organizational and project environment, assess risks, propose options;

- Drafting diverse and complex documents, for legal sufficiency taking into account the specificities of ITER Organization (technical, political, etc., context)
- Preparing and negotiating agreements and contracts with external stakeholders and preparing defense of the organization in pre-litigation and litigation in front of Tribunal, Court;
- Participating in establishing guidelines from lessons learned and conducting awareness sessions to inform the population concerned;
- Computer and IT skills: good command of Microsoft office package.
- *Behavioral Competencies:*
 - Ability to carry out assignments with discretion, in respect of confidentiality, adaptability, instructions and guidelines;
 - Being Resilient: Remains objective and calm when faced with adversity and manages crises and volatile situations effectively;
 - Manage Ambiguity: Embraces ambiguity and change, helping the workgroup adapt and remain productive;
 - Collaborate: Ability to dialogue with a wide variety of contributors and stakeholders;
 - Communicate Effectively: Ability to adjust communication content and style to deliver messages to work effectively in a multi-cultural environment;
 - Drive results: Ability to persist in the face of challenges to meet deadlines with high standards despite pressure;
 - Manage Complexity: Ability to gather multiple and diverse sources of information to understand problems accurately before moving to proposals; with detailed planning, organization by priorities;
 - Instill trust: Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.

The following important information shall apply to all jobs at ITER Organization:

- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, ITER Values (Trust; Loyalty; Integrity; Excellence; Team mind set; Diversity and Inclusiveness) and Code of Conduct;
- ITER Core technical competencies of 1) Nuclear Safety, environment, radioprotection and pressured equipment 2) Occupational Health, safety & security 3) Quality assurance processes. Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members;
- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- 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;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- Informs the IO Director-General, Domain Head, or Department/Office Head of any important and urgent issues that cannot be handled by line management and that may jeopardize the achievement of the Project's objectives.