

## Responsible Officer for Tooling - CIE-TKM-042

<b>Main job</b>	Mechanics
<b>Department</b>	DIP/Directorate for Central Integration & Engineering
<b>Division</b>	CIE / Assembly & Operations Division
<b>Section</b>	CIE / AOP / Machine Assembly & Installation Section
<b>Job Family</b>	Project engineering
<b>Application Deadline</b>	15/Jan/2012
<b>Grade</b>	P4
<b>Direct employment</b>	Not required
<b>Purpose</b>	<p>To support the Machine Assembly &amp; Installation Section Leader in matters related to the provision, operation and maintenance of the tools required to assemble and maintain the ITER Tokamak;</p> <p>To participate in the development and elaboration of the strategies and solutions necessary to efficiently define and procure the tooling hardware;</p> <p>To prepare and implement resource-loaded plans for the work; including the co-ordination of the resources assigned to support the work.</p>

<b>Main duties / Responsibilities</b>	<ul style="list-style-type: none"><li>• Supports the Machine Assembly and Installation Section Leader in all matters related to the provision, operation and maintenance of assembly, installation and maintenance tools;</li><li>• Co-ordinates and guides the work of the team assigned to support the tooling design and procurement activities;</li><li>• Develops and maintains lifecycle plans for each tool or class of tool;</li><li>• Identifies and catalogues the necessary tooling, plans and implements the most appropriate sourcing solution, in close collaboration with Procurement and Contracts Division;</li><li>• Develops designs and technical specifications as required;</li><li>• Documents and controls system interfaces;</li><li>• Participates in the evaluation of the engineering designs developed by tooling suppliers;</li><li>• Maintains all the related documentation, and ensures compliance with the ITER Quality Assurance (QA) program, and safety requirements;</li><li>• Produces regular status reports;</li><li>• In the capacity of Responsible Officer, manages the Procurement Arrangement for purpose-built assembly tools with the Korea DA;</li></ul>
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- Performs other duties linked to the above purpose upon management request, as necessary;
- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics.

<b>Measures of effectiveness</b>	<ul style="list-style-type: none"> <li>• Successfully carries out all of the duties/responsibilities described above;</li> <li>• Successfully generates and maintains coherent, comprehensive, and understandable documentation;</li> <li>• Successfully maintains effective communications within the ITER Organization, and the Domestic Agency;</li> <li>• Successfully complies with the ITER Quality Assurance (QA) program and safety requirements;</li> <li>• Successfully completes the objectives set in agreement with the leader of the Machine Assembly and Installation Section.</li> </ul>
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<b>Level of study</b>	Master or equivalent degree
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<b>Diploma</b>	Mechanical Engineering
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<b>Level of experience</b>	At least 10 years
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<b>Technical experience</b>	<ul style="list-style-type: none"> <li>– At least 10 years' experience in the design, manufacture and testing of large scale, precision jigs and handling tools;</li> <li>– Demonstrated ability to develop innovative solutions to complex engineering problems;</li> <li>– Extensive knowledge of QA systems, and their practical application;</li> <li>– Experience in international procurement and tendering.</li> </ul>
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<b>Project experience</b>	At least 10 years
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<b>Social skills</b>	Ability to work effectively in a multi-cultural environment
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<b>Specific skills</b>	MS Office standard (Word, Excel, PowerPoint, Outlook)
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<b>General skills</b>	Project experience: Substantial experience in project and contract management.
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Social and Communication skills:

- Proactive, with drive and initiative;
- Ability to work as a member of a multi-cultural team, but also to work independently when required;
- Ability to interface with team members at all levels;
- Ability to write clear and concise reports;
- Ability to co-ordinate and motivate a small team of designers and

procurement specialists.

**Free criteria** • Interfaces directly with all Departments of the ITER Organization.

**Languages** English (Working)