

# Job Title: Human & Organizational Factor Responsible Officer IO0671

Requisition ID **4782** - Posted - (France, 13067 St Paul Lez Durance Cedex) - **Safety and Security - 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:** 21/11/2021

**Domain:** Director-General

**Department:** Safety & Quality

**Job Family:** Project Support

**Job Role:** Expert Officer

**Job Grade:** P5

**Language requirements:** Fluent in English (written & spoken)

**Contract duration:** Up to 5 years

## **Purpose**

In this role, you will manage the ITER Human and Organizational Factors (HOF) integration program by overseeing its implementation on the ITER plants and systems in its successive phases.

This includes designing and implementing the ITER safety culture program with internal and external stakeholders, and ensuring the integration of HOF into all ITER activities (meaning: nuclear, radiation, beryllium, environment and occupational safety, site security, quality) including related regulatory conformance in the framework of its Safety & Security policy.

Additionally, you will implement the Human Factors Engineering Program and culture for the whole ITER project lifecycle and Human Factors Design requirements, and verify consistency across ITER Organization (IO) contracts where HOF aspects are dealt with.

## **Background**

Safety and Quality matters at ITER involve several organizations (IO), Domestic Agencies (DAs), key contractors along the project lifecycle) and encompass different fields of expertise (nuclear, radiation, beryllium, environment and occupational safety, site security and quality).

As HOF Senior Officer in the Safety and Quality Department, you will interact with several stakeholders such as safety, security, quality, engineering, construction and operation to ensure consistency between the different initiatives undertaken to achieve safe and sustainable performance of the project.

The ITER Safety Culture Program shall aim at achieving safe and sustainable performance of the project. It shall rely on HOF expertise to facilitate compliance with national regulations, enhance safety leadership skills and promote safe and excellent behaviors.

## Key Duties, Scope, and Level of Accountability

- Develops, promotes, and implements tools, in association with all stakeholders, to support the development of a positive safety and quality culture at ITER for the different stages of the project lifecycle which includes: design, construction, commissioning, operations, maintenance and preparation of the decommissioning phases;
- Provides HOF expertise to support or advise IO stakeholders on the development of best practices for all work situations, including the definition and execution of training, and the identification and analysis of activities where human interaction with interfaces and equipment are critical;
- Conducts technical-operational analyses via interacting with operational staff, observation of activity in the field, analysis of feedback and formalization of the activity, and improves human interactions with interfaces and equipment as appropriate;
- Ensures consistency across the IO, DAs, contracts and contractors is established, especially for organizational changes, management, quality programs, modifications, investigations, and root cause analyses related to nonconformance, significant events, etc.;
- Reviews and manages the ITER HOF integration program in all IO Domains and Departments along with procedures; supports Technical Departments in its implementation into design aspects including operation and maintenance phase;
- Acts as primary interface across IO, and the DAs for all matters of his/her responsibility;
- Keeps updated HOF chapters for regulatory documents and prepares answers for regulators in relation with other Responsible Officers;
- Reviews and promotes HOF related regulatory requirements and guidance along with HOF best practices within IO, Domestic Agencies, and contractors;
- Interfaces with host state regulators to help IO in complying with all safety related regulations as required by the Agreement between ITER and the French Republic;
- Manages the HOF Issues Log, a process to record, track, and address HOF issues associated with the operation of the ITER Facility, including managing the ITER database(s) of operational experience;
- Acts as ITER spokesperson for HOF and safety culture area in international events;
- Participates in gate reviews of Key systems playing an important role on HOF;
- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, values and ethics;
- Identify the potential risks of human error on the installations and propose improvement solutions;
- Contribute to the implementation of practices to improve the reliability of interventions (pre-job briefing, 3-way communication, self-checking, etc.);
- Participate in the improvement of the HMI and the arrangement of alarms in Main Control Room,;
- Perform training on HOF and safety leadership;
- May be requested to be part 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, week-ends and public holidays.

Note: 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.

## Measure of Effectiveness

- Successfully executes the implementation of the ITER safety and quality culture strategy to achieve sustainable and safe performance;
- Successfully contributes to the development and maintenance of an integrated HOF program within the ITER operational framework;
- Ensures proper ownership of the HOF culture by IO teams through regular exchanges in order to continuously optimize operational procedures and activities performed in the field;
- Ensures the performance of event analyses (simplified or in-depth) at the request of the business lines and / or management, and by carrying out the annual diagnosis of events with identification of root causes, identification and analysis of weak signals;

- Maintains current knowledge of best practices in HOF to the operation of industrial and nuclear facilities relative to Commissioning, Operation and Maintenance activities.

## Experience & Profile

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- **Professional Experience:**

- Minimum 15 years of technical experience in the Human and Organizational Factors (HOF) and Safety Culture areas in complex international environments or nuclear / highly regulated projects.

- **Education:**

- Master's Degree or equivalent in Human Factors, Safety, Engineering, Management 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) including the ability to write concise and clear reports in English.

- **Technical Competencies and demonstrated experience in:**

- Standards and regulations: French nuclear and radiation safety, occupational health and safety, security. Knowledge of requirements and methods specific to human and organizational management practices;
- Safety culture: Development of positive safety culture in high risk industry: training and coaching program aiming at enhancing safety leadership skills, assessment of safety culture;
- HOF implementation: Development and implementation of HOF policies and programs. Analysis, requirements definition, risk identification and management: conduct analysis, anticipate and adapt solutions to the environment requirements and constraints, integrate HOF considerations to facility operation;
- Planning and project management: define scopes of work, duration, estimating cost, sequence, risk and planning for change management, measuring progress of work, reporting on progress, and managing project goals within the constraints of human and financial resources;
- Problem solving: assess problems, identify root causes, and reach practical solutions to reach project objectives using industry best practices;
- Operational experience in technically complex sub-systems of major research / industrial facilities;
- Operational experience within a fusion or nuclear facility would be an advantage.
- Knowledge of both engineering and HOF would be an asset to better promote HOF within this scientific project;
- Knowledge of the host language (French) would be an advantage, in particular to collaborate with the French Safety regulators and work on its documentation.

- **Behavioral Competencies:**

- Builds Networks: effectively builds formal and informal relationship networks internally and externally across a variety of functions and business units. Uses networks to partner with industry experts to provide insight, exchange ideas and knowledge, influence outcomes, and share best practices;
- Collaborate: Ability to facilitate 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. Ability to coach, train advise different stakeholders;
- Drive results: Ability to persist in the face of challenges to meet deadlines with high standards;
- Manage Complexity: Ability to analyze multiple and diverse sources of information to understand problems accurately before moving to proposals;
- Instill trust: Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.

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***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.