

NEW POSITIONS AT THE NEA – DRAFT DESCRIPTIONS

1-Nuclear Safety Specialist – Grade A3

The NEA Nuclear Safety Division is looking for a Nuclear Safety Specialist with confirmed experience with the Russian nuclear programme, whose main responsibility will be to serve as technical support to the activities related to the regulation of new reactors within the NEA Programme of Work in the field of nuclear safety and regulation. S/he will work under the supervision of the Head of the Nuclear Safety Division in the OECD Nuclear Energy Agency (NEA).

The Nuclear Energy Agency (NEA) was established to assist its member countries in maintaining and further developing, through international co-operation, the scientific, technological and legal bases required for a safe, environmentally friendly and economical use of nuclear energy for peaceful uses. The first priority of NEA responsibilities focuses on safety and regulation of nuclear facilities.

Main Responsibilities

Working Group Secretariat Support

- Provide secretariat services to the working groups addressing regulatory activities for new reactors within the NEA Committee on Nuclear Regulatory Activities (CNRA).
- Organise regular meetings of the working groups as well as expert meetings. Prepare technical documents and summary records; follow up of decisions taken during meetings; co-ordination of the interaction with other working groups.
- Provide regular and timely reports to the NEA management and the CNRA.
- Assist in the establishment of clear priorities for the activities of the working group, including site licensing, design review and inspection activities.

Communication

- Facilitate further development of NEA activities in the area of regulation of new reactors by establishing co-operation with the Multinational Design Evaluation Programme (MDEP) and other NEA's safety committees.
- Develop good working relationships and close contacts with national regulatory authorities and safety experts.
- Maintain necessary co-ordination and, as appropriate, close co-operation with other international organisations active in the field of nuclear safety and regulation.
- Ensure close co-ordination with the other units of the NEA and cross cutting areas with OECD Directorates as and when required.

Other

- Carry out other tasks as assigned by the Head of Division.

Candidate's profile

Academic Background

- Advanced university degree in nuclear engineering, mechanical engineering or applied physics, or equivalent professional training.

Professional Background

- Five to seven years' professional experience concerning the safety of nuclear installations and the management of regulatory activities.
- Proven experience in safety assessment and experience in construction and/or inspection of Gen III or Gen III+ nuclear power plants.
- Proven experience and/or knowledge of Russian nuclear facilities and regulatory practices.
- Proven experience in interacting with national and international experts, regulatory authorities and safety institutions for developing consensus on nuclear safety priorities.
- Experience in the supervision of a team and ability to manage programme of works with strict deadlines and within budget.

Tools

- Experience as user of Microsoft office applications (Word, Excel, databases, etc.).

Languages

- Excellent knowledge of one of the two official languages of the Organisation (English and French) and demonstrated ability to draft and present clear and concise reports in that language; good working knowledge of the other.
- Knowledge of Russian language would be an asset.

Key Competencies

- Demonstrated ability to address the essence of an issue and its root cause, as well as to understand conflicting viewpoints and to pursue resolution through consensus.
- Good communication, interpersonal and management skills and ability to maintain harmonious working relations at all levels in a multicultural environment.

Contract Duration

- Fixed term appointment of two years (renewable).

2-Radioactive Waste Management Specialist – Grade A3

The NEA Radiological Protection and Radioactive Waste Management Division is looking for a specialist with confirmed experience with the Russian nuclear programme to carry out, under the supervision of the Division Head and in collaboration with senior staff, various scientific, technical and policy-related activities in support of the NEA Programme of Work of the Radioactive Waste Management Committee (RWMC). He/she will service the RWMC and its working groups in the implementation of technical projects relating to waste management and decommissioning.

Main Responsibilities

General

- In support of the programme of work of the Radioactive Waste Management Committee (RWMC) and its ancillary bodies, manage and contribute to international co-operation and projects in the area of radioactive waste management and decommissioning. The focus of the job duties is on issues relating to the implementation of technical and societal best practice in waste management, decommissioning and dismantling, remediation of sites, including strategic and financial aspects and the management of the resulting materials. The job duties also include supporting management with the integration of Russian Federation in the implementation of the RWMC Strategic Plan¹.

Scientific Secretariat

- Provide technical and organisational assistance for meetings of the RWMC and its ancillary bodies. This will include active participation in expert groups: guidance and management of the programme of work, preparation and facilitation of meetings, drafting of summary records and other support functions.

Reports and Workshops

- Provide expert input and contribute to drafting and editing of scientific and technical reports, and policy-relevant documents, including co-ordination of contributions of outside experts and consultants. Organise scientific workshops and conferences, including financial aspects and documentation.

Communication and Co-operation

- Report on the work of assigned groups to the Agency's supervising committees and expert groups as well as at international conferences and specialists' meetings. Provide expert input to and co-operate with other relevant NEA standing technical committees and their ancillary bodies, as the need arises. Liaise and co-ordinate with other national and international organisations as appropriate. Report on and present the work of the NEA in this area to external audiences.

Other

- Perform other tasks as assigned by the Head of the Radiological Protection and Radioactive Waste Management Division.

1. [http://www.oecd.org/officialdocuments/publicdisplaydocumentpdf/?cote=NEA/RWM\(2011\)12&docLanguage=En](http://www.oecd.org/officialdocuments/publicdisplaydocumentpdf/?cote=NEA/RWM(2011)12&docLanguage=En).

Candidate's profile

Academic Background

- Advanced university degree in science or engineering or another discipline relevant to radioactive waste management.

Professional Background

- Five years' experience in radioactive waste management and decommissioning, including regulatory, strategic or policy aspects with a focus on pre-disposal aspects of management of nuclear material as storage, packaging and conditioning.
- Experience in establishing and implementing projects and working groups, including co-ordinating input from multiple experts or groups and drafting progress reports.
- Proven experience and/or knowledge of Russian nuclear facilities, especially in the Russian Federation in the field of radioactive waste management and decommissioning.

Tools

- Experience as user of Microsoft office applications (Word, Excel, databases, etc.).

Languages

- Excellent knowledge of one of the two official languages of the Organisation (English and French) and demonstrated ability to draft and present clear and concise reports in that language; good working knowledge of the other.
- Knowledge of Russian language would be an asset.

Key Competencies

- Ability to structure and to plan work in order to meet essential deadlines and to understand and resolve conflicting viewpoints.
- Experience and proficiency in planning and running meetings, including appreciation of logistical aspects and documentation.
- Experience in interacting with national and international experts, regulatory authorities and research institutions.
- Good oral and written communication skills; ability to synthesise information and clearly summarise complex issues and results to a range of audiences.
- Strong interpersonal skills and ability to co-operate in a cross-disciplinary and multi-cultural environment.

Contract Duration

- Fixed term appointment of two years (renewable).

3-Nuclear Scientist – Grade A3

The NEA Data Bank is looking for a nuclear scientist with relevant experience with the Russian nuclear programme in the area of computer programs, integral experiments and nuclear data. S/he will contribute to the development and implementation of the NEA Data Bank program of work, especially in the field of computer program services. This will notably involve the verification of relevant computer programs and the identification of suitable benchmark data needed to validate those programs. The person will work under the general supervision of the Head of the NEA Data Bank and in close relation with the Head of the Nuclear Science Section.

Main Responsibilities

Computer Program Service

- Act as the principal technical contact for new members of the Data Bank, providing support to Computer Program Service (CPS) activities. In particular to develop and maintain close relations with liaison officers of the nominated organisations in Russia and to facilitate the inclusion of computer programs from the Russian Federation in the CPS portfolio of codes.

Development of NEA Databases of Integral Experiments

- Provide support to Nuclear Science expert groups working on the development of integral experiments databases. In particular to develop and maintain close relations with relevant experimental teams and experimentalists in the Russian Federation and to facilitate the inclusion of suitable Russian data in the NEA suit of integral experiments databases.

Development of NEA Nuclear Data Products

- Facilitate the involvement of suitable Russian experts in NEA nuclear data activities (e.g. JEFF Project and the Nuclear Science Committee (NSC) Working Party on International Nuclear Data Evaluation Co-operation). Help establish links with national nuclear data measurement and evaluation programs in the Russian Federation (e.g. BROND, RUSFOND).

Other

- Carry out other related duties as assigned by the Head of the Data Bank or the Head of the Nuclear Science Section.

Candidate's profile

Academic Background

- Advanced university degree in nuclear science or engineering or equivalent.

Professional Background

- Three to seven years research experience in the nuclear sector (national laboratories or industry), specifically in the area of computer programs, nuclear data and benchmark validation.

- Demonstrated experience in preparing research material for publication and dissemination for the benefit of a specialised audience.
- Proven experience on Russian nuclear facilities.
- Experience in organising scientific meetings.

Tools

- Experience as user of Microsoft office applications (Word, Excel, databases, etc.).

Languages

- Excellent knowledge of one of the two official languages of the Organisation (English and French) and demonstrated ability to draft and present clear and concise reports in that language; good working knowledge of the other.
- Knowledge of Russian language would be an asset.

Key Competencies

- Knowledge about nuclear science research activities notably, in Russian institutes, universities and other organisations.
- Ability to work as part of a multicultural team.
- Capacity for self motivation and ability to work with minimum supervision and harmoniously with colleagues inside and outside the Organisation and to work under pressure to meet deadlines.

Contract Duration

- Fixed term appointment of two years (renewable).