



Job Description

Section Head (Decommissioning and Environmental Remediation)(P5) - (2018/0209 (184183))

Organization NEFW-Section on Decommissioning and Environmental Remediation

Primary Location Austria-Vienna-Vienna-IAEA Headquarters

Posting Date 2018-03-19, 10:37:36 AM

Closing Date 2018-04-30, 10:59:00 PM

Duration in Months: 36

Contract Type: Fixed Term - Regular

Probation Period: 1 Year

Organizational Setting

The Division of Nuclear Fuel Cycle and Waste Technology (NEFW) comprises the Nuclear Fuel Cycle and Materials Section, the Waste Technology Section, the Decommissioning & Environmental Remediation Section and the Research Reactor Section. The Division seeks to support Member States in building their capacity to access technologies, to share good practices and to develop safe and effective approaches across all aspects of research reactors, nuclear fuel cycle, decommissioning, radioactive waste management and environmental remediation.

The Decommissioning and Environmental Remediation Section (D&ERS) assists Member States with building their capacity to decommission any nuclear related facilities and environmental remediation of any sites contaminated with radioactive material, including NORM (Naturally Occurring Radioactive Material). It cooperates with other sections and especially with the two teams in WTS in charge of radioactive waste management (pre-disposal and disposal). Efforts are focused mainly on the elaboration and implementation of comprehensive and integrated decommissioning and environmental remediation policies and strategies, the development of supporting infrastructure, the promotion of good practices for sustainable, safe and cost-effective project planning, implementation and completion; enabling access to current scientific and technological developments, along with the provision of direct assistance through the technical cooperation programme.

Main Purpose

As a manager and leader reporting to the Division Director, the Section Head plans, initiates, implements, guides, coordinates, and supervises the IAEA's programme activities concerning decommissioning, environmental remediation and related technologies.

Role

The Section Head is: (1) a manager and team leader responsible for the effective development and implementation of the Section's activities; (2) a coordinator and officer responsible for the technical support provided by the Section to the IAEA's technical cooperation programme in the relevant fields; (3) a coordinator and adviser to the Director on programmatic, scientific and technical issues in the relevant fields; (4) a facilitator of cooperation with other organizations and with other sections/divisions/departments in the IAEA dealing with similar or related areas of work. The Section Head is responsible for the relevant administrative matters of the Section.

Functions / Key Results Expected

- Coordinate the Section's provision of specialized technical input to technical cooperation projects in the subject area and provide technical guidance.
- Broaden and deepen knowledge on decommissioning and environmental remediation by organizing scientific meetings, preparing scientific programmes, contributing to the preparation and editing of scientific and technical reports, manuals, proceedings and other publications, supporting the development of digital tools such as e-learning, wiki web-based networks of professionals, and organizing in-house meetings in support of the Section's scientific programme.
- Contribute to an integrated delivery of activities through the coordination of international collaborative projects and promote the exchange of information and experiences on decommissioning and environmental remediation worldwide.
- Ensure the continued high standing and recognition of the IAEA in the professional community by representing the IAEA at national and international meetings as required.
- Establish and maintain contacts with individual scientists and other practitioners at various centres and at other relevant international organizations, committees and scientific societies.
- Liaise with the Division of Radiation, Transport and Waste Safety (NSRW) and other IAEA divisions and with other international organizations on topics of mutual interest and provide assistance, as required, in other activities of the Division and to other IAEA units on subjects of relevance to decommissioning and environmental remediation.
- Engage with Member States and non-government organizations to identify opportunities of partnership and resource mobilization.

Competencies and Expertise

Core Competencies

Name	Definition
Planning and Organizing	Sets clearly defined objectives for himself/herself and the team or Section. Identifies and organizes deployment of resources based on assessed needs, taking into account possible changing circumstances. Monitors team's performance in meeting the assigned deadlines and milestones.
Communication	Encourages open communication and builds consensus. Uses tact and discretion in dealing with sensitive information, and keeps staff informed of decisions and directives as appropriate.
Achieving Results	Sets realistic targets for himself/herself and for the team; ensures availability of resources and supports staff members in achieving results. Monitors progress and performance; evaluates achievements and integrates lessons learned.
Teamwork	Encourages teamwork, builds effective teams and resolves problems by creating a supportive and collaborative team spirit, remaining mindful of the need to collaborate with people outside the immediate area of responsibility.

Functional Competencies

Name	Definition
Judgement/decision making	Consults with and seeks advice at the appropriate managerial level when making complex decisions. Facilitates dialogue and development of best practice to support judgement/decision making, in full compliance with the Agency's regulations and rules.
Partnership building	Identifies interests and goals common to the Agency's partners and its stakeholders to foster partnership building. Promotes collaboration with partners, colleagues across teams and stakeholders.
Resilience	Shows resilience and composure, even in difficult or adverse circumstances. Is prepared and able to make difficult decisions in the best interest of the Agency and remains committed to seeing them through.

Technical/scientific credibility Provides guidance and advice in his/her area of expertise on the application of scientific/professional methods, procedures and approaches.

Required Expertise Function

Function	Name	Expertise Description
Nuclear Energy	Decommissioning - Fuel Cycle Facilities	Profound knowledge of decommissioning and decontamination of nuclear installations.
Nuclear Energy	Decommissioning - Nuclear Power Plants	In-depth understanding of variety of technical, social and managerial issues on nuclear power plants decommissioning.
Nuclear Energy	Decommissioning - Research Reactors	Comprehensive knowledge of technical issues related to research reactors decommissioning.
Nuclear Energy	Environmental Remediation	Knowledge in remediation of contaminated sites including uranium mining sites, legacy sites and post-accident areas.

Qualifications, Experience and Language skills

- Master's Degree - Advanced university (or equivalent) degree in nuclear, chemical or civil engineering, nuclear chemistry, physics or environmental science.
- Minimum of 10 years of relevant experience, including five years in a senior position with management responsibility.
- Experience in an international multidisciplinary environment.
- Demonstrated experience in project management, including design, monitoring and implementation as well as the management of human and financial resources.
- Practical knowledge of real situation in developing / TC eligible countries and needs of local counterparts is advantageous to support this function.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.

Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$85543** (subject to mandatory deductions for pension contributions and health insurance), a variable [post adjustment](#) which currently amounts to **US \$ 44311***, dependency benefits, [rental subsidy](#), [education grant](#), [relocation](#) and [repatriation expenses](#); 6 weeks' annual vacation, [home leave](#), [pension plan](#) and [health insurance](#)

Applications from qualified women and candidates from developing countries are encouraged

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