

Job Description

## Nuclear Safeguards Inspector (P3) - Multiple Positions- (2020/0186 (009065))

Organization SGOA-Section OA1

Primary Location Austria-Vienna-Vienna-IAEA Headquarters

Posting Date 2020-03-10, 10:19:52 AM

Closing Date 2020-04-21, 11:59:00 PM

Duration in Months: 36

Contract Type: Fixed Term - Regular

Probation Period: 1 Year

**Multiple positions based in different duty stations and for the following divisions: Division of Operations A, Division of Operations B, Division of Operations C and Office of Safeguards Verification in Iran**

### Organizational Setting

The Department of Safeguards (SG) is the organizational hub for the implementation of IAEA safeguards. The IAEA implements nuclear verification activities for over 180 States in accordance with their safeguards agreements. The main objective of the Department is to maintain and further develop an effective and efficient verification system in order to draw independent, impartial and timely safeguards conclusions, thus providing credible assurances to the international community that States are in compliance with their safeguards obligations. Safeguards activities are undertaken within a dynamic and technically challenging environment including advanced nuclear fuel cycle facilities and complemented by the political and cultural diversity of the countries.

The Department of Safeguards consists of six Divisions: three Operations Divisions for the implementation of verification activities around the world; three Technical Divisions (Division of Concepts and Planning, Division of Information Management, and Division of Technical and Scientific Services); and three Offices (the Office for Verification in Iran, the Office of Safeguards Analytical Services and the Office of Information and Communication Services).

The primary focus of each Division of Operations, and the Office for Verification in Iran, is to perform and document safeguards verification activities and to conduct analysis and evaluations aimed at providing assurances that States comply with their nuclear safeguards commitments. The Divisions / Office implement a broad range of measures, including information analysis and in-field verification, to draw soundly based safeguards conclusions for States.

### Main Purpose

The Nuclear Safeguards Inspector P3 will be assigned to one of the Divisions of Operations or the Office for Verification in Iran and, under the supervision of a Section Head and a Senior Inspector, will participate in the implementation of the IAEA's safeguards activities and, subject to the approval of the Board of Governors, function as a safeguards inspector.

### Role

The role of the Nuclear Safeguards Inspector (P3) is primarily an in-field verification expert performing safeguards verification activities in conformity with safeguards agreements. The incumbent will prepare for, perform, document and report on the results of these activities. This includes the analysis of data and information collected from various sources (such as State declarations and reports, inspections, results of verification of information related to the design of nuclear facilities and complementary access, nuclear material accountancy, containment and surveillance systems, satellite imagery, open source and results of non-destructive assay and environmental sampling). The incumbent will thereby provide the IAEA with objective findings for assuring the international community that States are fulfilling their safeguards obligations. The incumbent will also assume the responsibilities of being a facility/site officer or country officer after appropriate training and mentoring, and in this role will work collaboratively with analysts, technicians and other staff across the Department. The Nuclear Safeguards Inspector works independently and proactively in varied environments with different groups of people, showing organizational skills, flexibility, resilience and strong interpersonal skills.

### Functions / Key Results Expected

- The Nuclear Safeguards Inspector (P3) carries out verification and analytical work as part of safeguards activities and inspections at nuclear facilities, other locations with nuclear material and where nuclear related research and development is performed, in order to confirm the absence of undeclared nuclear material or activities, undeclared production / processing or diversion of nuclear material.
- The Nuclear Safeguards Inspector (P3) in close collaboration with Nuclear Safeguards Inspector (P4) will have a strong focus on in-field activities including:
  - Verify nuclear material accountancy, examine records and reports prepared by the facility operator and/or State or regional safeguards authorities.
  - Verify material and activities with assessment of the scope and purpose of nuclear related activities at facilities or locations involved in the nuclear fuel cycle.
  - Perform complementary access activities and collect nuclear material samples and environmental samples.
  - Routinely service containment and surveillance equipment, calibrate and operate instruments for measuring nuclear material.
  - Verify design information to confirm information provided by States.
  - Assess the applicability of safeguards approaches.
- The Nuclear Safeguards Inspector (P3) will also carry out activities in Headquarters / Regional Offices:
  - Plan and prepare for standard safeguards verification activities and complete inspection, design information review, complementary access reports and related statements with due regard to promptness, accuracy, completeness and quality of presentation.
  - Evaluate inspection and other verification results and summarize information to be used as input for future inspections and activities.

- Review and evaluate Remote Data Transmission and surveillance information for nuclear sites and facilities (including seals, instruments and surveillance data).
- Evaluate data and information collected from various sources and review and analyse safeguards relevant information and report and follow-up on results in liaison with relevant intra-departmental partners.
- Analyse the consistency of declarations provided by the State and data collected through safeguards verification activities and take follow-up action where necessary.
- As a facility/site officer, establish and maintain technical information with regard to specific safeguards facilities/sites providing reports and updates as required; assist in the preparation/coordination of relevant subsidiary arrangements, facility attachments and safeguards approaches including the application of appropriate safeguards measures, as necessary, for the effective implementation of safeguards at the specified facilities/ other locations outside facilities (LOFs).
- As a country officer, collaboratively prepare/coordinate State evaluations to formulate conclusions, recommendations and draft reports for use by key safeguards groups and committees.

*The incumbent may perform their work in areas involving exposure to radioactive materials. Therefore, as an Occupationally Exposed Worker, they must be medically cleared by VIC Medical Service and is subject to an appropriate radiation and health monitoring programme, in accordance with the IAEA's Radiation Safety Regulations.*

## Competencies and Expertise

### Core Competencies

Name	Definition
Planning and Organizing	Plans and organizes their own work in support of achieving the team or Section's priorities. Takes into account potential changes and proposes contingency plans.
Communication	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen to and understand the perspectives of others and proposes solutions.
Achieving Results	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates their results realistically, drawing conclusions from lessons learned.
Teamwork	Actively contributes to achieving team results. Supports team decisions.

### Functional Competencies

Name	Definition
Judgement/decision making	Consults with supervisor/manager and takes decisions in full compliance with the Agency's regulations and rules. Makes decisions reflecting best practice and professional theories and standards.
Resilience	Maintains a high level of performance when facing pressure and uncertainty. Able to remain calm and self-controlled, and to respond logically and decisively in difficult situations.
Technical/scientific credibility	Ensures that work is in compliance with internationally accepted professional standards and scientific methods. Provides scientifically/technically accepted information that is credible and reliable.

### Required Expertise

Function	Name	Expertise Description
Administrative Support	Data and Information Analysis and Reporting	Demonstrated ability to observe and report concisely and accurately (both verbally and in writing) with proven experience in writing analytical reports in English.
Safeguards	Nuclear Fuel Cycle/Nuclear Facilities	Demonstrable knowledge of the nuclear fuel cycle and associated facilities.

### Asset Expertise

Function	Name	Expertise Description
Safeguards	Safeguards System, Basic	Previous experience in the area of nuclear safeguards or in safeguards inspection at a national or international level or experience in other relatable verification work is an asset.

### Qualifications, Experience and Language skills

- University degree in Physics, Chemistry, Engineering or Information Analysis or International Relations with specialization in a field relevant to nuclear engineering or nuclear technology.
- Minimum of five years of relevant experience, preferably in the nuclear field.
- Practical field experience, experience in nuclear facilities or experience of verification activities are all highly desirable.
- Demonstrated experience in analytical work including data analysis, analytical reporting and information management.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.

### Additional Information

- The majority of Nuclear Safeguards Inspector positions are based at headquarters located in Vienna, Austria. However candidates may be appointed to positions in a regional office (Tokyo or Toronto) and Nuclear Safeguards Inspectors may be reassigned to different locations and work areas at any time based on programmatic need.

- Nuclear Safeguards Inspectors will receive mandatory training (Introductory Course on Agency Safeguards (ICAS) upon appointment. Successful completion of ICAS is a prerequisite for subsequent contract extensions.
- Working conditions require excellent health and physical abilities. Nuclear Safeguards Inspectors will need to work in a variety of local field conditions (sometimes involving extreme conditions, long hours, working at height or in a confined space and using protective clothing and equipment) and may be required to carry, set up and service cumbersome equipment.
- Nuclear Safeguards Inspectors may perform their work in areas involving exposure to radioactive materials. As radiation workers, they are subject to an appropriate monitoring programme in accordance with the IAEA's Radiation Protection Rules and Procedures.
- The work involves extensive travel and time away from duty station (potentially more than 100 days a year), including travel and work on weekends and IAEA holidays.
- A valid driving license is required.
- Nuclear Safeguards Inspectors are expected to demonstrate a cultural awareness and respectfulness to the customs of different countries.

#### Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$60962** (subject to mandatory deductions for pension contributions and health insurance), a variable [post adjustment](#) which currently amounts to **US \$ 25665\***, dependency benefits, [rental subsidy](#), [education grant](#), [relocation](#) and [repatriation expenses](#); 6 weeks' annual vacation, [home leave](#), [pension plan](#) and [health insurance](#)

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#### Applications from qualified women and candidates from developing countries are encouraged

Applicants should be aware that IAEA staff members are international civil servants and may not accept instructions from any other authority. The IAEA is committed to applying the highest ethical standards in carrying out its mandate. As part of the United Nations common system, the IAEA subscribes to the following core ethical standards (or values): [Integrity](#), [Professionalism](#) and [Respect for diversity](#). Staff members may be assigned to any location. The IAEA retains the discretion not to make any appointment to this vacancy, to make an appointment at a lower grade or with a different contract type, or to make an appointment with a modified job description or for shorter duration than indicated above. Testing may be part of the recruitment process

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