

Nuclear Safeguards Inspector(P3) - (2025/0222 (007957))

Organization SGOC-Section OC2

Primary Location Austria-Vienna-Vienna-IAEA Headquarters

Posting Date 2025-04-23, 5:52:17 PM

Closing Date 2025-06-11, 11:59:00 PM

Duration in Months: 36

Contract Type: Fixed Term - Regular

Probation Period: 1 Year

Full Competitive Recruitment: Yes

This selection exercise may be used to generate a roster of pre-approved candidates to address future staffing needs for similar functions in any of the Departments and Offices of the Organization.

THIS VACANCY NOTICE WILL BE USED TO FILL MULTIPLE POSITIONS IN THE OPERATIONS DIVISIONS A, B AND C AND THE OFFICE FOR VERIFICATION IN IRAN.

IMPORTANT NOTICE REGARDING APPLICATION DEADLINE: Please note that the closing date for submission of applications is indicated in local time as per the time zone of the applicant's location.

Organizational Setting

The Department of Safeguards carries out the IAEA's duties and responsibilities as the world's nuclear inspectorate, supporting global efforts to stop the spread of nuclear weapons. The primary role of the Department is to develop and implement IAEA safeguards to ensure that there is no diversion of declared nuclear material from peaceful activities and no indications of undeclared nuclear material or activities in a State as a whole.

The Department comprises nuclear safeguards inspectors, responsible for carrying out inspections and verifications of all-safeguards relevant information for nuclear facilities in over 180 States; and technical staff responsible for a wide range of activities including: developing concepts and approaches for implementing safeguards; developing and maintaining safeguards equipment; providing analytical and laboratory services for sample analysis; collecting, evaluating and analysing safeguards-relevant information; providing information and communication technology infrastructure and services; and providing programme coordination support.

Operations Divisions, and the Office for Verification in Iran, perform and document safeguards verification activities and conduct analysis and evaluations aimed at providing assurances that States comply with their nuclear safeguards commitments. These teams 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) undertakes in-field inspection and verification activities in a designated region to ensure that States are in compliance with their safeguards agreements with the IAEA. This involves interesting and varied analytical work in verifying the peaceful use of nuclear materials, identifying issues for follow up actions, and contributing objective findings to the State Evaluation Process so that the IAEA can assure the international community that States are fulfilling their safeguards obligations.

Role

The Nuclear Safeguards Inspector (P3) conducts a range of inspection activities at nuclear facilities and other locations with nuclear material or where nuclear related research and development is performed. The Nuclear Safeguards Inspector (P3) is responsible for preparing, performing, documenting and reporting on the results of these activities. As part of this process, the Nuclear Safeguards Inspector conducts analysis of data and information collected from various sources, working collaboratively with analysts, technicians and other staff across the Department to ensure the provision of objective findings. After appropriate training and mentoring, the Nuclear Safeguards Inspector (P3) will also assume the responsibilities of facility/site officer or country officer.

Functions / Key Results Expected

Following completion of a six-month training programme, the Nuclear Safeguards Inspector will undertake the following duties:

In-Field Verification Activities

- Conduct inspections and other safeguards activities at nuclear facilities and other locations with nuclear material or where nuclear related research and development is undertaken.
- Perform verification and analytical work in order to confirm the absence of undeclared nuclear material or activities, and the undeclared production, processing or diversion of nuclear material.
- Audit facilities' nuclear material accountancy and operating records and compare these with records and reports submitted to the IAEA by the State.
- Assess the scope and purpose of nuclear related activities at facilities or other locations involved in the nuclear fuel cycle.
- Collect nuclear material samples and environmental samples for analysis.
- Routinely service containment and surveillance equipment, and calibrate and operate instruments for measuring nuclear material.
- Verify that facility design and construction conform to design information provided to the IAEA by the State.
- Assess the applicability of the IAEA's safeguards approach within a State.

Headquarters / Regional Office Activities

- Plan and prepare for safeguards inspection and verification activities by conducting reviews of all relevant background information, including design information questionnaires, complementary access reports, related statements, and other relevant-safeguards information.
- Prepare post-inspection evaluations 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 safeguards-relevant data and information collected by collaborators within the Department, including declarations submitted by States, evaluations resulting from the analysis of samples or measurements collected during in-field activities, and information from open sources, including nuclear trade-related data and satellite imagery.
- Participate in State Evaluation Groups to analyse the consistency of declarations provided by the State and data collected through safeguards verification activities and to take follow-up actions where necessary.
- As a facility/site officer, assume responsibility for establishing and maintaining technical information and for ensuring the effective implementation of safeguards at specific safeguards facilities/sites. This involves preparing and coordinating subsidiary arrangements and safeguards approaches, and providing reports and updates, as required.
- As a country officer, collaboratively prepare and coordinate State evaluations to formulate conclusions, recommendations and draft reports for use by key safeguards groups and committees.

The incumbent may perform his/her work in areas involving exposure to radioactive materials. Therefore, as an Occupationally Exposed Worker, he/she 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(Competency Framework)

Name	Definition
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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 his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Plans and organizes his/her own work in support of achieving the team or Section's priorities, Takes into account potential changes and proposes contingency plans.

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 and / or experience of the nuclear fuel cycle or related activities.

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

- Bachelor's Degree - University degree in physics, chemistry, engineering, 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 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.

Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$70212** (subject to mandatory deductions for pension contributions and health insurance), a variable [post adjustment](#) which currently amounts to **US \$ 32649***, dependency benefits, [rental subsidy](#), [education grant](#), [relocation](#) and [repatriation expenses](#); Other benefits include 6 weeks' annual leave, [home leave travel](#), [pension plan](#) and [health insurance](#). More information on the conditions of employment can be found at: <https://www.iaea.org/about/employment/professional-staff/conditions>

General Information

- The IAEA's paramount consideration in the recruitment of staff member is to secure employees of the highest standards of efficiency, technical competence and integrity.
- Staff Members shall be selected without any unfair treatment or arbitrary distinction based on a person's race, sex, gender, sexual orientation, gender identity, gender expression, religion, nationality, ethnic origin, disability, age, language, social origin or other similar shared characteristic or trait.
- The IAEA is committed to gender equality and to promoting a diverse workforce. Applications from qualified women and candidates from developing countries are strongly 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](#).
- The IAEA has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and the IAEA, including sexual harassment, abuse of authority and discrimination.

Evaluation process

- The evaluation of applicants will be conducted on the basis of the information submitted in the application according to the selection criteria stated in the vacancy announcement. Applicants must provide complete and accurate information. Evaluation of qualified candidates may include an assessment exercise, which may be followed by a competency-based interview.
- Candidates under serious consideration for selection may be subject to reference and background checks as part of the recruitment process.

Appointment information

- Appointment is subject to a satisfactory medical report.
- Staff members may be assigned to IAEA Headquarters in Vienna, Austria, the Regional Safeguards Office in Tokyo, Japan, or the Regional Safeguards Office in Toronto, Canada.
- Appointed candidates will undertake a structured six-month training programme from March to August 2026; continuous availability is required for the entire duration.
- Candidates appointed to posts in the Professional and higher categories are subject to [IAEA rotation policy](#) and their maximum tour of service shall normally be seven years.
- 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.