

## Job Title: Export Control Responsible Officer IO0276

Requisition ID **7204** - 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.

The ITER Organization (IO) is an Equal Opportunity organization committed to diversity and inclusiveness in the workplace.

As the IO attracts and retains people coming from a vast array of different backgrounds and cultures, bias and exclusion cannot be tolerated. The IO believes it is our diverse perspectives and backgrounds that gives unique strength and value to the ITER mission, regardless of race, member nation, gender, religion, status, sexual orientation, or disability - all are welcome and respected at ITER.

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:** 31/01/2024

**Department:** Safety & Quality Department

**Section:** Security & Safety Section

**Job Family:** Project Support

**Job Role:** Coordinating Officer

**Job Grade:** P4

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

**Contract Duration:** Up to 5 years

### **Purpose**

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As Export Control Responsible Officer, you will be the process owner and develop, implement, maintain and improve the procedures and systems allowing the proper management of export control and sanctions aspects of the ITER Organization's (IO).

You will also be responsible for ensuring that ITER Organization's sensitive data is protected in accordance with internal procedure and the ITER Information protection level.

### **Background**

The Security & Safety Section (SES) is part of the IO Safety & Quality Department and is in charge of ensuring compliance with Security and Health & Occupational Safety regulations, standards and norms, providing advice and expertise in the Security and Health & Occupational Safety domains, in supporting the project in the design, construction and operations phases.

### **Key Duties, Scope, and Level of Accountability**

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- Develops, maintains and updates export control compliance procedures and processes related to the relevant host state;
- Manages international shipments to ensure compliance with Host State export control and trade regulations;
- Analyzes contractual and other documents to ensure compliance with export control requirements and IO policy, including the need to obtain export licenses;
- Establishes in close relation with IO internal stakeholders and external stakeholders export licenses;
- Serves as a point of contact for advice, resources, education and coordination of export compliance;
- Develops and maintains export documentation, database, training aids and export control website;
- Monitors legislative and regulatory changes, summarizes and prepares implementation action plans;
- Develops and maintains the IO classification guidelines in line with the IO Information protection strategy and operational framework;
- Manages the IO's Information classification community;
- Works closely with the Legal and the Information Security team of the IO;
- Performs other duties in support of the project schedule as described in the Detailed Work Schedule and the Strategic Management Plan & upon management request;
- 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, weekends and public holidays.

### **Measures of Effectiveness**

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- Develops all documentation related to export control in compliance with existing rules, and maintains them up to date;
- Provides daily high quality service to monitor export control process and report any issues;.
- Submits export licenses within defined timelines;
- Implements information classification guidelines and propagates best practices within the IO;
- Contributes actively to setting up a security culture in the ITER Organization;

### **Experience & Profile**

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- ***Professional experience***
  - At least ten years of experience with export control analysis, education, licensing or compliance either at a national agency, or defense, engineering or nuclear sciences industry.
- ***Education:***
  - Masters' degree or equivalent a relevant discipline. Engineer, legal or paralegal background preferred.
  - 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).
- ***Technical competencies and demonstrated experience in:***
  - EU and French export and dual-use regulations;
  - Dual-use classification requirements and its application into the business;
  - Information Classification systems, strategies, policies, principles, procedures, and standards;
  - Problem solving: Ability to identify the problem in an objective, accurate, comprehensive and fact-based manner (who, what, when, ...); if appropriate, follow pre-defined procedures to solve issues and report problems and actions taken;

- Rigorously implementing and recording documents of respect of rules and regulations.
  - **Behavioral Competencies:**
    - 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;
    - 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/define 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:***

- May be requested to perform other duties in support of the project as defined by your line manager, and when relevant upon the request of the matrix manager;
- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, and ITER Values (Trust; Integrity; Excellence; Team mind set; Diversity and Inclusiveness);
- ITER Core Technical Competencies (Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members) :
  - 1) Nuclear Safety, Environment, Radioprotection and Pressured Equipment
  - 2) Occupational Health, Safety & Security
  - 3) Quality Control & Quality Assurance Processes
    - Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
    - 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 or Department 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;
    - For staff expected to perform on-call, shift hours, or other work outside ITER Organization reference working hours, including nights, weekends, and public holidays, the possession of a driving license valid in France is required. No commuting vehicle will be provided by the ITER Organization.