

# Job Description for Professional Posts

**Reference:** NS2024/20

<b>Position and Grade:</b>	Associate Radiation Protection Officer (RSTSU), P2
<b>Organizational Unit:</b>	Radiation Safety and Monitoring Section Division of Radiation, Transport and Waste Safety
<b>Duty Station:</b>	Vienna
<b>Type/Duration of Appointment:</b>	FT-JPO, 1 year

## Organizational Setting

The Department of Nuclear Safety and Security (NS) formulates and implements the IAEA's nuclear safety and security programme, which encompasses the IAEA's activities to protect people and the environment from radiation exposure and responds to the needs of its Member States related to nuclear safety and nuclear security.

The Division of Radiation, Transport and Waste Safety (NSRW) develops and maintains standards for radiation protection, radioactive waste safety, and safety in the transport of radioactive material that enable the beneficial uses of radiation to be exploited while ensuring appropriate protection of workers, the public, patients, and the environment. It also assists Member States in the implementation of these standards and provides related services.

The Radiation Safety and Monitoring Section (RSM) is responsible for the delineation of an international programme to protect workers, patients, and the public from all types of exposure to natural or artificial radiation, in line with the most recent scientific knowledge and information. The Section is also responsible for the provision of radiation safety technical services to staff members and experts who may be exposed to ionizing radiation as a result of activities conducted by the IAEA.

## Main Purpose

Under the direction of the Radiation Safety Technical Services Unit Head, the Associate Radiation Protection Officer (RSTSU), will be assisting in several ongoing projects under the Unit responsibilities, namely: expansion and upgrade of a comprehensive laboratory information management system, commissioning of a second whole-body counting facility and test of new internal dosimetry software, support interlaboratory comparisons amongst relevant individual monitoring services to corroborate capabilities for assessment of occupational radiation exposure of workers involved in handling Advanced Liquid Processing System (ALPS)-treated water at Fukushima Daiichi Nuclear Power Station.

## Role

The Associate Radiation Protection Officer (RSTSU) is a: (i) technical specialist/collaborator supporting evaluation, development and implementation of regular programme activities for the improvement and development of different activities and different phases provision of radiation safety technical services to the IAEA operations; (ii) an analyst, gathering, monitoring, evaluating, extracting, consolidating data from different sources and documentation available in-house and obtained from Member States to provide scientific, engineering technical, and project managerial support to Unit staff on both External and Internal dosimetry as well as workplace monitoring development; (iii) a team member, providing analysis and research as the key results expected are related to new monitoring methods and developments.

## Partnerships

The incumbent works in close collaboration with the Unit Head and the senior management with a view to contributing to the provision of adequate individual and workplace monitoring services for staff members and experts who may be exposed to ionizing radiation due to activities conducted by the IAEA. She/he regularly interacts with staff at all Unit and Section as well as MTIT level who are involved in the development of the monitoring service capabilities. Within the specific technical discipline of the profile, he/she will demonstrate his/her expertise by participating in the execution of programmes and projects.

## Functions / Key Results Expected

- Supports expansion and upgrade of a comprehensive laboratory information management system (LIMS) to respond to technological progress. He/she provides support and applies best practices related to the design of a centralized dose registry (CDR).
- Provides assistance and applies best practices related to quality assurance in internal dosimetry, including assist in commissioning of a second whole-body counting facility and test of new internal dosimetry software (IDA, TAURUS).
- Define the interlaboratory comparison plans and measurement protocols for performance testing of external (whole-body, extremity and eye-lens) and internal (in-vitro and in-vivo bioassay) dosimetry services, as relevant to the exposure conditions at the workplace.
- Select and liaise with accredited laboratories to carry out the test irradiations and prepare the reference samples in compliance with applicable standards requirements. Draft a technical report documenting the interlaboratory comparison results.

## Competencies and Expertise (do not revise or edit)

Core Competencies		
Competence	Occupational Role	Behavioural Indicator
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen and understand the perspective of others and proposes solutions.

**RESTRICTED**

Achieving Results	Individual Contributor	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	Individual Contributor	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Individual Contributor	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.

<b>Functional Competencies</b>		
<b>Competence</b>	<b>Occupational Role</b>	<b>Behavioural Indicator</b>
Analytical Thinking	Associate	Gathers and analyses information, identifying critical relationships and patterns among data and proposes workable solutions.
Knowledge sharing and learning	Associate	Actively seeks opportunities to learn by formal and informal means; learns from others, adopting and sharing best practice.
Technical/Scientific Credibility	Associate	Acquires and applies new skills to remain up to date in his/her area of expertise. Reliably applies knowledge of basic technical/ scientific methods and concepts.

<b>Expertise</b>	
<b>Expertise</b>	<b>Description</b>
External Dosimetry	Knowledge of IAEA safety requirements and standards on occupational radiation protection and specifically the requirements for monitoring of external dosimetry.
Internal Dosimetry	Knowledge of IAEA safety requirements and standards on occupational radiation protection and specifically the requirements for monitoring of Internal dosimetry. Experience in operating in vivo monitoring services and dose calculation.
Laboratory Management Systems.	Knowledge and experience in designing and validated dose management systems and central dose registries desirable.
Quality Management Systems	Basic experience in the practical implementation of the ISO 17025 to individual and workplace monitoring services.

**RESTRICTED**

## **Education, Experience and Language Skills**

- University degree in physical, chemical, or engineering sciences, or any other related technical field. Masters' degree with a combination with health physics education is an asset.
- Minimum two years of work experience in radiological monitoring or a closely related discipline.
- Proven ability to analyse technical and scientific information.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish).