CTBTO PREPARATORY COMMISSION | preparatory commission for the comprehensive nuclear-test-ban treaty organization

JOB DESCRIPTION

POST: Associate Performance Monitoring Officer
(Junior Professional Officer)

ORGANIZATIONAL SETTING: International Data Centre Division (IDC)
Office of the Director
Quality Management, Data Review and Fusion Unit

GRADE: P-2

RESPONSIBLE TO: IDC/OD Programme and Project Coordinator

DUTIES AND RESPONSIBILITIES:

Under the supervision of the Programme and Project Coordinator, IDC/OD, the incumbent will be responsible for the following duties:

- Support and participate in the review and tracking of recommendations and improvements from the Experiments to test the Validation and Acceptance Test Plan (VATP) for the IDC;
- Support the planning of future Experiments to implement the Validation Tests from the VATP and drafting of Test Implementation Test Plans for future Experiments;
- Collaborate with staff across the IDC to document and close open recommendations and improvements from previous Experiments;
- Collaborate with team members and support other activities in the Quality Management, Data Review and Fusion Unit of the Office of the Director of the IDC as required;

QUALIFICATIONS:

- University degree in geophysics, nuclear physics, engineering or a related field;
- At least two years of relevant working experience in at least one the following areas:
    - Analysis of radionuclide monitoring data;
    - Analysis of station of seismic, hydro-acoustic, or infrasound (SHI) data;
    - Working within a National Data Centre
- Relevant computer and programming skills (Windows MS Office, Unix, Linux, Perl, Python, SQL, JIRA), would be an asset

LANGUAGE

- Excellent written and oral communication skills in English are essential. Working knowledge of other official CTBTO languages is desirable.

COMPETENCIES:

- **Professionalism** – Demonstrates professional competence and mastery of subject matter. Conscientious and efficient in meeting commitments, observing deadlines and achieving results.
- **Planning and Organizing** – Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as requested; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary.
- **Communication** – Very good skills in communicating with people from different backgrounds.

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- **Teamwork** - Proven interpersonal skills and the ability to listen and work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.
- **Technological Awareness** - Ability to keep abreast of developments and relevant technologies applicable to the
- profession.
- **Client Orientation** - Ability to identify clients' needs and establish and maintain effective relationships with internal and external stakeholders.

LEARNING ELEMENTS

At the end of the assignment, the Associate Performance Monitoring Officer will have gained:

- Knowledge and understanding of the Commission's activities and the role of the Provisional Technical Secretariat (PTS) in the operations of the International Monitoring System (IMS) and IDC
- Thorough knowledge of and expertise in the progressive commissioning progress for the IMS and IDC
- Knowledge and relevant experience regarding the IDC and IMS operational manuals and the testing process for the validation and acceptance upon entry into force conditions

BACKGROUND INFORMATION

The Comprehensive Nuclear-Test-Ban Treaty (CTBT) bans nuclear explosions by everyone, everywhere: on the Earth's surface, in the atmosphere, underwater and underground.

The International Monitoring System (IMS) will, when complete, consist of 337 facilities worldwide to monitor the planet for signs of nuclear explosions. Around 90 percent of the facilities are already up and running. The IMS uses the following four state-of-the-art technology: seismic, hydroacoustic, infrasound, and radionuclide.

At entry into force of the CTBT "*the verification regime shall be capable of meeting the verification requirements of* [the] *Treaty*.". Therefore, a commissioning process to prove the system works as required is needed. The treaty outlines (at a high level) requirements for the IMS and IDC. The IMS operational manuals (4x 1 for each technology) and the IDC operational manual outline specific performance requirements for the system. The draft Validation and Acceptance Plan (VATP) defines 87 validation tests which would provide the evidence that the system is meeting its requirements. Six Experiments have been conducted to implement these tests.

This position is within the Office of the Director of the IDC (IDC/OD) and would be supporting the team in the Quality Management, Data Review and Fusion Unit working to refine the Validation and Acceptance Plan document, implement new Experiments, and track progress to address recommendations and improvements made by independent experts after the previous Experiments.