

Job Description for Professional Posts

Reference: NE2025/13

Position and Grade:	Associate Nuclear Engineer (INPRO), P2
Organizational Unit:	INPRO Section Nuclear Power Division
Duty Station:	Vienna, Austria
Type/Duration of Appointment:	FT – JPO, 1 year

Organizational Setting

The objective of the Department of Nuclear Energy (NE) is to foster the efficient and safe use of nuclear power by supporting interested Member States in: improving the performance of nuclear power plants, the nuclear fuel cycle, and the management of nuclear wastes; catalysing innovation in nuclear power and fuel cycle technologies; developing indigenous capabilities around the world for national energy planning; deploying new nuclear power plants; preserving and disseminating nuclear information and knowledge; and advancing science and industry through improved operation of research reactors.

The department has a dynamic, participative and interactive operating environment with inputs received from the Board of Governors, the General Conference, policy and decision-makers, and technical counterparts in Member States and the international development community.

The Division of Nuclear Power comprises the Nuclear Power Engineering Section, the Nuclear Power Technology Development Section, the Nuclear Infrastructure Development Section and the INPRO (International Project on Innovative Nuclear Reactors and Fuel Cycles) Section. The Division provides core engineering, technological, human resource development and management support to interested Member States in the field of nuclear power.

The INPRO Section implements and coordinates the activities of the International Project on Innovative Nuclear Reactors and Fuel Cycles. The Section assists Member States in analysis of global and regional nuclear energy scenarios, in building and assessment of sustainable national long term nuclear energy strategies, in cooperation on selected technical and institutional innovations and in fostering strategic dialogue between nuclear technology holders and users on these subjects.

Main Purpose

Under the supervision of the Section Head (INPRO) and in close cooperation with INPRO Task Leaders, the Associate Nuclear Engineer provides support for the planning, organization and implementation of the IAEA's activities and projects under the INPRO Subprogramme Plan 2024-2025 and INPRO Strategic Plan 2024-2029. The four task areas in INPRO are Task 1: Global Scenarios, Task 2: Innovations, Task 3: Sustainability Assessments and Strategies, and Task 4: Dialogue and Outreach.

Role

The Associate Nuclear Engineer (INPRO) will work in the INPRO Section providing support to the Section Head, and to Task Leaders for coordinating efforts of INPRO activities at the programmatic level and under the 4 tasks. The main efforts will be in analysis of INPRO Member States and their activities within INPRO, coordination of inputs for updates to the INPRO biannual subprogramme plan. Other main activities will be support for the INPRO Budgetary meeting with INPRO Member States in the summer, and support for the Annual INPRO Steering Committee Meeting (SCM) in the fall. The role will include support to INPRO Task Leads when appropriate.

Partnerships

The Associate Nuclear Engineer (INPRO) works closely with INPRO Task Leaders, as well as with the counterparts from other sections in the division, some work may involve coordination with other departments/sections in the agency, Member States and international organizations participating in the INPRO activities.

Functions / Key Results Expected

Under the supervision of Section Head and professional staff, the incumbent will:

- Analyse and report on activities and contributions of INPRO Member States.
- Develop project management skills by supporting Section Head in planning, organization, and reporting for INPRO Steering Committee Meetings and knowledge preservation, also includes updating INPRO Subprogramme Plan and INPRO Strategic Plan, maintaining files on INPRO Member States.
- Develop technical capabilities by assisting INPRO Task Leads on collaborative projects in areas of mutual interest, gain an overall understanding of the project outputs/outcomes and support in preparation of technical reports, documents and presentations.
- Contribute to drafting and editing documents for publication in INPRO section (Nuclear Energy Series, TECDOCs and other).
- Develop training materials to support INPRO's new Advisory Services.

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.
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.

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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.

Functional Competencies		
Competence	Occupational Role	Behavioural Indicator
Analytical Thinking	Associate	Gathers and analyses information, identifying critical relationships and patterns among data and proposes workable solutions.
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.
Commitment to Continuous Process Improvement	Associate	Identifies opportunities for process, system and structural improvement as well as improving current practices, increasing effectiveness, and achieving efficiency gains. Actively supports the application of sound quality management standards and process improvement.

Expertise	
Expertise	Description
Nuclear Engineering Project Management	Knowledge in the areas of Analytical Techniques, Data Analysis and Information Collection.
Nuclear Engineering Nuclear Energy Planning	Knowledge of strategic planning for nuclear energy development.
Nuclear Engineering Technology for Innovative Fuel Cycles and Advanced Reactors	Knowledge of innovative nuclear energy technology research, development, demonstration and deployment (RDD&D) processes.

Education, Experience and Language Skills

- University degree in nuclear engineering, energy, or related engineering with some emphasis on international engagement/policy.
- Minimum two years of relevant experience of which one year of experience at the national level and one year at international level is an asset.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.

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