

Engineer – Technical Facility Coordinator
at Extreme Light Infrastructure –Nuclear Physics (ELI-NP) Research Facility

Position Description and Candidate's Profile

Scope of Work

The Engineer – Technical Facility Coordinator will be responsible for the management of the Technical Support Department for the buildings. He/she will coordinate the operations, supervision and maintenance of the buildings dedicated to the ELI-NP research facility, and of all the systems and installations that equip the buildings. He/she will coordinate the technical works that support the core activity of the Research Departments. He/she will coordinate and lead the teams that follow-up the new civil constructions projects implemented in the ELI-NP facility.

Main responsibilities

- Coordinated and planes the maintenance activity for the ELI-NP facility, supervising the technical teams, consultants and all involved collaborators;
- Verifies and endorses the operations of the subordinated personnel, in the current operation activity for the systems and equipment of the facility;
- Verifies the methods and endorses the maintenance work done by third parties, under the supervision of the subordinates;
- Evaluates the identified deficiencies on the building and auxiliary systems of the ELI-NP buildings and decides the necessary warranty notifications;
- Coordinates the activities of the subordinated teams that are responsible with the oversight and accomplishment of the new construction projects in the facility;
- Monitors the progress with respect to the proposed objectives;
- Ensures the solving of the problems encountered in carrying out the activity and informs the management team about problems that have arisen and which he/she cannot solve at his/her level;
- Reviews the activity of the team he/she is leading and make proposals for improvement of the working style in order to maximize the efficiency of reaching the proposed objectives;
- Assigns tasks and responsibilities of the subordinate staff, based on job descriptions;
- Motivates the team through communication and by permanent evaluation of direct subordinates;
- Coordinates the technical support activity provided by his/her team to the Laser System and Gamma System suppliers in the process of installation and technical integration of the ELI-NP components in the related buildings in the implementation period and during their exploitation;
- Dispose that his/her team members will assist with the procurement procedures and he/she assign the works;
- Participate in the development and implementation of the institution's internal procedures;
- Implement energy efficiency strategies
- Coordinates plant safety activities within ELI-NP;
- Take measures and propose appropriate strategies for optimizing the use of technological, human, financial resources necessary for the proper functioning of buildings and related utilities of the ELI-NP infrastructure;
- Proposes measures to optimize facility operation;
- Identifies the authorization issues of the Facility and proposes measures to comply with legal requirements;
- Ensure the compliance of the buildings with the legal fire safety requirements, coordinate the paperwork for obtaining the fire safety permits, sustain the paperwork for approval;
- Periodically reports to the top management about the activity of the department.

Professional background

- Graduate in Engineering (Civil Engineering and installations)
- Relevant experience of technical coordination (Civil Engineering and installations) and design of the research infrastructures or complex projects of civil and industrial construction
- Relevant experience in technical coordination and management of civil and industrial construction projects
- Technical competence in the design and operation of cleanrooms
- Technical competence in the design, operation and exploitation of civil and industrial construction works
- Fluency in English;
- Computer literate (MS Office Package, Auto Cad, BMS user software)

Working arrangements/Conditions of employment:

- Full time position, based in Bucharest - Magurele, Romania.
- Included: private medical coverage, paid annual leave.
- Motivating salary, at European level, based on qualifications and experience.
- Professional, multicultural and interdisciplinary work environment.

Applications:

The applications shall be accompanied by the documents requested in the Rules of Selection for this position.

The applications shall be sent to the Human Resources Department at human.resources@eli-np.ro .