



## Job Description Print Report

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### Position Review

Position Number	187521	Position Type	CFE/JPO	Subject to Radiation	No	Subject to GD	No
Hyperion Position Number		Fund Type	EBR	Parent Position	009863 Section Head (SGIM-ISF) 4		
Organization	SGIM-State Factor Analysis Section	FTE	1	CCOG 1	1J07		
Grade	P2	Duty Station	Vienna, Austria	CCOG 2			
Classified Grade		Position Title	Associate Safeguards Information Analyst (Open Source)	Proposed New Title			

### Job Description Review

#### Organization Settings

The Department of Safeguards carries out the IAEA's duties and responsibilities as the world's nuclear inspectorate, supporting global efforts to stop the spread of nuclear weapons. The primary role of the Department is to develop and implement IAEA safeguards to ensure that there is no diversion of declared nuclear material from peaceful activities and no indications of undeclared nuclear material or activities in a State as a whole.

The Department comprises nuclear safeguards inspectors, responsible for carrying out inspections and verifications of all -safeguards relevant information for nuclear facilities in over 180 States; and technical staff responsible for a wide range of activities including: developing concepts and approaches for implementing safeguards; developing and maintaining safeguards equipment; providing analytical and laboratory services for sample analysis; collecting, evaluating and analysing safeguards-relevant information; providing information and communication technology infrastructure and services; and providing programme coordination support.

The Division of Information Management (SGIM) implements state of the art methodologies and techniques for the collection, processing and analysis of a range of safeguards-relevant information, including declarations submitted by States, evaluations resulting from the analysis of samples or measurements collected during infield activities, and information from open sources, including nuclear trade-related data and satellite imagery. Staff perform data validation and complex information analysis and evaluation to support infield activities and provide key input to the State evaluation process.

#### Main Purpose

Reporting to the Section Head, the Associate Safeguards Information Analyst (Open Source) supports the IAEA's verification mission by contributing to the State evaluation process within the Department of Safeguards and by providing analytical reports to the State evaluation groups in support of safeguards verification. The increasing quantity of open source information of relevance to safeguards requires extensive review and analysis in order to contribute to the drawing of safeguards conclusions. The Associate Safeguards Information Analyst (Open Source) will participate in the collection, review, and analysis of open source information, including science and technology publications, and nuclear procurement and trade data. He/she will assist other staff members in producing reports and other products for dissemination within the Department.

<b>Role</b>		
The Associate Safeguards Information Analyst (Open Source) is: (1) a team member, contributing to projects assigned by the Section Head; (2) a researcher/analyst, developing analytical methodologies and applying analytical techniques in an independent manner; (3) a collaborator, providing information to other Divisions within the Department of Safeguards.		
<b>Partnership</b>		
The Associate Safeguards Information Analyst (Open Source) works primarily with staff members within the Section and also develops partnerships with staff in other Sections and Divisions in order to identify and test information sources and applicable tools and to consult on research directions and results.		
<b>Functions / Key results Expected</b>		
<ul style="list-style-type: none"> <li>• Conduct daily monitoring, collection and review of safeguards relevant open source information.</li> <li>• Participate in the production and timely distribution of open source information news products including the daily SGIM Open Source Highlights.</li> <li>• Develop research methodologies to address assigned open source research tasks and work with Section staff members to identify additional research issues and tasks.</li> <li>• Identify sources of information of relevance to safeguards and to the assigned research tasks, collecting and reviewing information, and consulting with other staff members on its evaluation.</li> <li>• Support the State evaluation process and in-field verification activities by assessing and disseminating relevant open source information, including from science and technology publications, and nuclear procurement and trade data, taking into account information security requirements.</li> <li>• Assist in design and information analysis for safeguards open source databases.</li> <li>• Collaborate with Section staff in conducting open source analysis and document the results of the analysis in research reports, documents, and other forms.</li> <li>• Participate in meetings to brief recipients on the results of the open source information analysis.</li> </ul>		
<b>Competencies</b>		
<b>Core Competencies</b>		
<b>Competency</b>	<b>Occupational Role</b>	<b>Definition</b>
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen to and understand the perspectives 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.
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		
Competency	Occupational Role	Definition
Judgement/decision making	Associate	Consults with supervisor/manager and makes decisions in full compliance with the Agency's regulations and rules.
Resilience	Associate	Able to remain calm in emotionally charged situations. Accepts constructive feedback in a positive manner and is able to cope with setbacks.
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.
Expertise		
Expertise	Description	Asset
Safeguards   Nuclear Fuel Cycle/Nuclear Facilities	Knowledge of the nuclear fuel cycle, technical, political or legal aspects of nuclear non-proliferation and nuclear material verification	Y
Safeguards   Safeguards System, Basic	Knowledge of the concepts of strengthened safeguards and verification processes.	Y
Languages		
Languages	Asset Languages	
English	Arabic Chinese French Russian Spanish	
Qualification		
Qualification Title	Description	
Bachelor's Degree	University degree in science (e.g. physics, chemistry), technology (e.g. nuclear, mechanical or other engineering), or in areas of relevance to non-proliferation studies.	
Experience		
<ul style="list-style-type: none"> <li>• Minimum of two years of experience in nuclear non-proliferation matters, such as information collection and analysis, nuclear research, export controls/customs activities, or related political or legal aspects.</li> <li>• Experience in the use of information collection, processing and analysis techniques.</li> <li>• Demonstrated experience in preparing reports and communications on technical subjects with the ability to respond rapidly to new information requirements.</li> <li>• Excellent oral and written command of English. Fluent Arabic or Spanish highly desirable. Knowledge of other official IAEA languages (Chinese, French and Russian) an asset.</li> </ul>		