



IAEA

Vienna Austria Headquarters

IAEA

International Atomic Energy Agency

Presenter



Fukuko Inoue

- HR Planning Section Head
- Division of Human Resources
- At IAEA since January 2013
- PhD in Business Administration,
- MBA and MSC in Industrial Relations and Personnel Management
- Japan

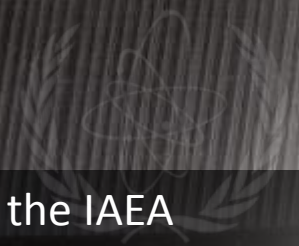


IAEA

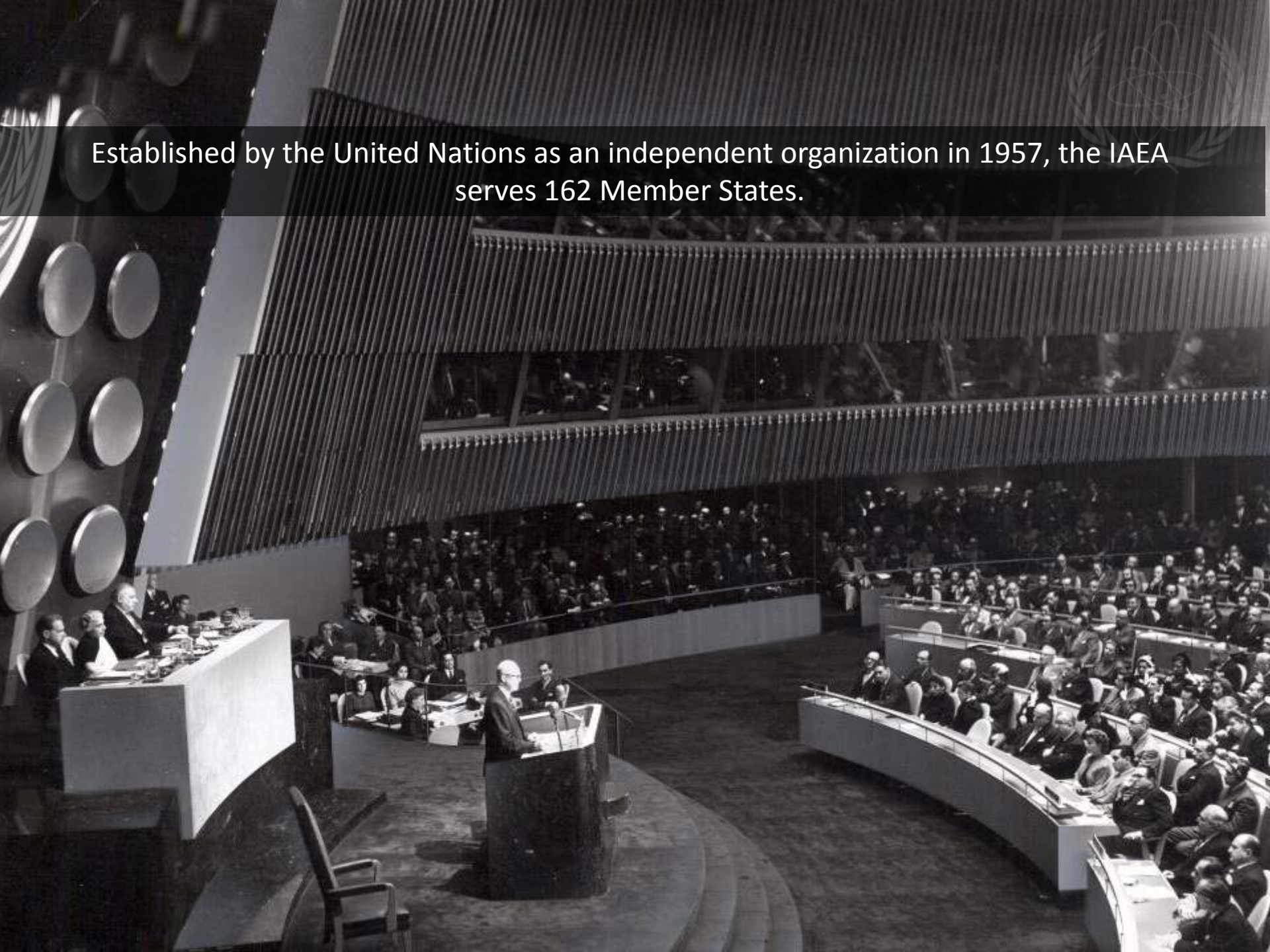
International Atomic Energy Agency

IAEA is an independent intergovernmental, science and technology-based UN organization that serves as the global focal point for nuclear cooperation;

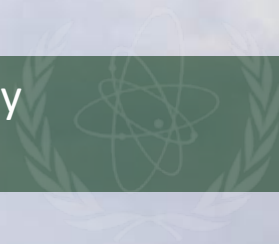




Established by the United Nations as an independent organization in 1957, the IAEA serves 162 Member States.



The IAEA works to foster the role of nuclear science and technology
in sustainable development.



The Secretariat — the international body of staff tasked with running the IAEA — is made up of a team of 2300 multidisciplinary professional and support staff from more than 100 countries.



Department of Technical Cooperation
Technology transfer and sustainable development



Department of Management

Budget and finance, legal advice and administrative support, public information



Nuclear Energy

Nuclear power, fuel cycle and waste management



Nuclear Safety and Security

Nuclear, Radiation and Waste Safety, and Nuclear Security



Department of Nuclear Sciences and Applications
Uses of nuclear technology in health, agriculture, industry and other fields



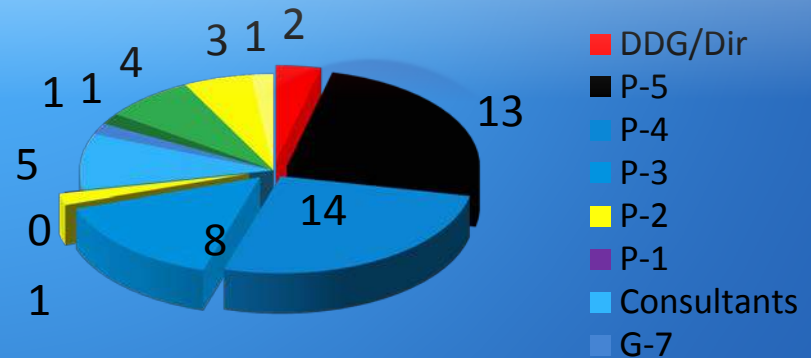
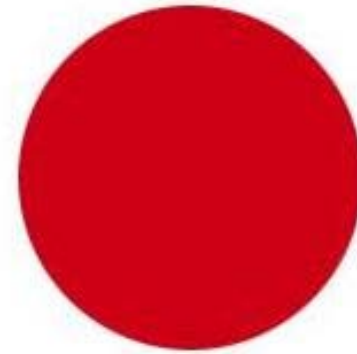
Department of Safeguards
Verification of peaceful uses of nuclear energy



IAEA and Japan

Staff Composition

- 162 Member states
- 2566 Staff members divided
 - 1432 Professional staff
 - 427 Females
 - 1005 Males
 - 1134 General service Staff
 - 714 Females
 - 420 males
- 43 Professional staff and 10 General Service staff from Japan
 - 18 females in Professional staff



IAEA and Japan



Video Message from Yusuke KUNO
Director – Office of Safeguards Analytical
Services



Video.mp4



JPO Programme

Get the right experience

Purpose:

The purpose of the programme is not only to give young professionals an opportunity to gain work experience in an international environment, but also to provide the IAEA with additional expertise.



Eligibility:

The JPO programme is designed for young professionals who are below the age of 32 years and hold an advanced university degree. The IAEA currently offers a limited number of JPO assignments only for applicants from Member States who hold a JPO agreement with the IAEA

Internship Programme

Get real world experience



human
resources



Promoting Young Talent via Internships and Junior Professional Programs



human
resources

WOMEN AT THE IAEA



human resources



Working at the IAEA ▾

Quality of Life

Living and Working In Vienna

Types of Employment ▾

Professional Staff ▾

Conditions of Employment

General Service Staff ▾

Conditions of Employment

Junior Professional Officers

Internship Programme ▾

Eligible Fields

Experts and Specialists

Fellowship and Scientific Visits

Working in the field ▾

General

Department of Management

Department of Technical Cooperation

Employment at the IAEA

IMPORTANT NOTICE

If you are a candidate who has previously submitted a general application to the IAEA (e.g.: Internship, Consultant), please be informed that the IAEA has recently introduced a new IT platform for all its recruitment activities.

So if you wish to be considered for IAEA job opportunities in the future, please resubmit your application through our website at [this link](#).

To retrieve your old Personal History Form, login in to: <https://recruitment.iaea.org>

Thank you for your continued interest in the IAEA.

Note: If you have applied for a specific Vacancy Notice, there is no requirement to resubmit your application.

Current Vacancies

[Important Notice →](#)

How To Apply For Posts

[Log in](#)

[More Instructions](#)

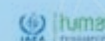
[Apply for Internship](#)

Related Resources

[Resources for Women](#)

Human Resource Booklets

Internship Programme
Get real world experience



Working Toward Peace and Prosperity

The IAEA offers challenging assignments in a stimulating multicultural workplace. As international civil servants, staff members engage with current, meaningful issues of global peace, security and development. They are personally committed to the mission of the Agency, and are proud to be part of an organization that has the honor and privilege to change that the IAEA's work makes around the world.


Focus on Gender


For many years, the United Nations has faced serious challenges in its efforts to achieve gender

Job Portal


<https://www.iaea.org/about/employment>

Application Process


 International Atomic Energy Agency



Welcome IAEAcandidate01. You are signed in. IAEAcandidate01 

[Job Search](#) [My Jobpage](#)















Keyword Location 

[View All Jobs](#) [Advanced Search](#)

Job Openings 1 - 14 of 14 RSS: 

 Save this Search Multi-line: 

Sort by Relevancy Descending

Requisition Title	Location	Closing Date	Actions
Unit Head (Nuclear Data Services Unit)(P4)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 19, 2015	Apply 
Senior Inspector for Coordination(P5)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 15, 2015	Apply 
Team Assistant(G4)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 14, 2015	Apply 
Human Resources Planning Assistant(G6)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 11, 2015	Apply 
Director (SGCP)(D1)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 8, 2015	Apply 
Pipeline - Conference Clerks - General Service Level	Austria-Vienna-Vienna-IAEA Headquarters	Mar 20, 2015	Apply 
Implementation Assistant(G5)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 5, 2015	Apply 
Section Head (Nuclear Security of Materials & Facilities)(P5)	Austria-Vienna-Vienna-IAEA Headquarters	Mar 4, 2015	Apply 
Laboratory Head (Plant Breeding and Genetics Lab)(P5)	Austria-Vienna-Vienna-IAEA Laboratories	Mar 1, 2015	Apply 
Talent Pipeline for BIO, ANIMAL and NATURAL SCIENCES Professionals and Experts	Multiple Locations	Mar 14, 2015	Apply 
Section Head (Applied Radiation Biology and Radiotherapy)(P5)	Austria-Vienna-Vienna-IAEA Headquarters	Feb 26, 2015	Apply 
Talent Pipeline for Management and Administrative Support Professionals and Experts	Austria-Vienna-Vienna-IAEA Headquarters	Feb 28, 2015	Apply 
Talent Pipeline for Engineering Professionals and Experts	Austria-Vienna-Vienna	Apr 6, 2015	Apply 
Expert/Lecturer Technical Cooperation Programme	Field (i.e. outside regular IAEA duty station)		Apply 

[Previous](#) **1** [Next](#)

Location

Posting Date

Country

☐ Austria (13)

☐ Field (i.e. outside regular IAEA duty station) (1)

State/Region

☐ Vienna (13)

City

☐ Vienna (12)

Duty Station

☐ IAEA Headquarters (10)

[Show more...](#)

[See all locations.](#)

Job Field

Job Family

☐ Bio, Animal and Natural Sciences (3)

☐ Management and Administrative Support (4)

☐ Medical Support (2)

☐ Operations and Inspections (2)

Job Function

☐ Natural Science (3)

[Show more...](#)

[See all job fields.](#)

Application Process



Welcome. You are signed in.

[Job Search](#) [My Jobpage](#)

General Profile

Step 1 out of 11



[Save and Continue](#)

[Save as Draft](#)

[Quit](#)

Resume

Profile Upload

You can submit personal and professional information by uploading a resume or by uploading a profile through a third-party service. The system will automatically extract the relevant information from the profile or the resume and fill out part of the online submission. You can review the extracted information and make the appropriate changes in the next steps. If you do not upload a profile or a resume, you will need to fill out the online submission manually.

Upload data from



Or upload a resume

☐ Select the resume file to upload

[Browse...](#)

Note: Once the process is completed, please verify the fields containing values automatically extracted from the resume. You may have to manually correct or fill out some of them.

☒ No thanks, I will fill out the online submission manually

[Save and Continue](#)

[Save as Draft](#)

[Quit](#)


Uploading a profile

To upload a profile through a third-party service, select the radio button next to the relevant service icon. The system imports the data included in the third-party profile. Once the process is complete, you must review the imported data.

Uploading a resume

To upload a resume, click "Browse" and select the relevant file. The system uploads the file and extracts some data included in the resume. Once the uploading process is complete, you must verify the fields containing values automatically extracted from the resume. You may have to manually correct or fill out some of them.

Application Process

 **IAEA**
International Atomic Energy Agency

Welcome. You are signed in.

My Account Options | My Job Cart (0 items) | Sign Out

Job Search | My Jobpage

General Profile Step 2 out of 11 | Print/Email

Resume | **Personal Information** | Employment Preferences | Education | Employment Record | References | General Questions | Profile Questions | Profile Competencies | Leave of Absence

Save and Continue | Save as Draft | Quit

Personal Information

Please enter all relevant personal information in the fields below.

* Title
Not Specified

* First Name
Middle Name
Last Name

* Gender
Not Specified

* Marital Status
Not Specified

* Date of Birth
Month
Day
Year

* Place of Birth - City
Place of Birth - Country
Not Specified

* Nationality
Not Specified

Second Nationality
Not Specified

Contact Information

Current Address

* Street Address (line 1)
Address (line 2)
City

Zip/Postal Code
Province or State
Country
Not Specified

* Mandatory Fields

Application Process

Employment Preferences

Job Posting Notification

Select the checkbox below to receive an email notification whenever a new position matching this profile is posted.

☐ Send an email notification whenever a new position matching this profile is posted.

Basic Profile Information

Indicate the employment preferences, conditions and interests in the fields below.

Employee Status

Not Specified
Fixed Term
Short Term

Job Level

Not Specified
General Services
Professional
Senior Professional
Director

Education Level

Not Specified
None
High School Diploma
Non-Degree Program
Bachelor's Degree (University Deg
Master's Degree (Advanced Degre
Doctorate Degree
Higher Degree
Other

Job Type

Not Specified
Staff
Consultant
Expert/Lecturer
Intern
Short Term Staff

Schedule

Not Specified
Full-time
Part-time
On Call

Advance Notice

4 Weeks

Travel (Up to...)

Yes, 10 % of the Time

Employment Preferences

Please specify the work preferences such as the job field, the location, and the organization. Select the options that better correspond to the professional interests.

You must select at least one value in the section "Job Field".

Job Field

Job Family

Bio, Animal and Natural Science

Job Function

Natural Science

Job Role

Soil specialists

Add to List

Reset

Job Field Preferences



JOB FAMILY

- Bio, Animal and Natural Sciences
- Economy
- Engineering
- Management and Admin Support
- Medical Support
- Operations and Inspections
- Sales & Marketing

JOB FUNCTION

- Other Technical Engineering
- Nuclear Engineering

JOB ROLE

- Architects and Community Planners
- Civil Engineers
- Electrical, Electronics Engineers
- Industrial Engineers
- Mechanical Engineers
- Mining and Petroleum Engineers
- Telecommunications Engineers

Talent Pipelines

Engineering Pipeline	Bio, Animal and Natural Sciences	Management & Admin Support
<p>-Nuclear Engineers</p> <p>-Other Technical Engineers</p> <ul style="list-style-type: none"> • Civil Engineering (Environmental, Geotechnical, Structural, Transport, Water Resources...) • Chemical Engineering (Materials, Processing...) • Electrical Engineering (Computer, Electronic, Optical, Power...) • Mechanical Engineering (Manufacturing, Thermal, Vehicle...) • Systems Engineering (Agricultural, Applied, Biological, Building Services, Energy, Industrial) 	<ul style="list-style-type: none"> • Life Scientists • Agricultural scientists • Biological scientists • Zoologists • Hydrologists • Microbiologists • Biochemists • Biologists • Physicists • Environmental specialists • Soil Scientists • Chemists • Geneticists • Entomologists • Botanists • Geologists • (...) 	<ul style="list-style-type: none"> • Administrative Support • Finance • Management and Programme Analysis • Information Technology • Language and Conference Services • Public Information and External Relations • Procurement Services • Audit • Information Management • Education • Legal • Statistics • Transport and Logistics

Vacancy Notices



Vacancy Notice No. 2014/113

Position and Grade:	Programme Management Officer (P-3) (two posts)
Organizational Unit:	Africa Section 2 Division for Africa Department of Technical Cooperation
Duty Station:	Vienna, Austria
Issue Date:	15 August 2014
Application Deadline:	26 September 2014
Type/Duration of Appointment:	Fixed term , 3 years (subject to a probationary period of 1 year)

Organizational Setting

The Department of Technical Cooperation consists of the Office of the Deputy Director General, four regional Divisions (Africa, Asia and the Pacific, Europe and Latin America), the Division of Programme Support and Coordination and the Division of the Programme of Action for Cancer Therapy (PACT). It provides strategic direction for the IAEA's technical cooperation programme, and is responsible (in close collaboration with Member States) for the planning, formulation, implementation and monitoring of the programme, in line with the IAEA's Medium Term Strategy.

The regional Divisions are responsible for planning, programming, implementing and monitoring the IAEA's technical cooperation programme. The Divisions respond to developmental priorities in Member States through effective programme management, increased cooperation with Member States, partnership building and improved coordination in each region.

Main purpose

Under the supervision and guidance of the Section Head, the Programme Management Officer develops and manages programmes and projects in the area of nuclear technology based on Member States' development needs.

Role

As an active member of project and country teams, the Programme Management Officer provides high-quality professional inputs and exercises a high degree of operational leadership in developing and implementing the TC programme. He/she applies expert knowledge of established programme policies and procedures and effectively uses existing programming tools and mechanisms in a frequently changing, high-pace environment.

Partnerships

The Programme Management Officer works with relevant departments in the IAEA and establishes and maintains collaborative relationships with development partners, Member State (MS) counterparts and service providers to increase awareness of the TC programme, address emerging issues, and facilitate programme delivery.



Vacancy Notices

Education, Experience and Language Skills

- Advanced university degree in management, social sciences, science and technology, or international relations.
- Minimum of five years of experience in the development and management of technical cooperation programmes, preferably in the nuclear field.
- Excellent knowledge of written and spoken English. Good knowledge of written and spoken French desirable. Knowledge of another official IAEA language (i.e. Arabic, Chinese, Russian or Spanish) an advantage.

Remuneration

The IAEA offers an attractive remuneration package including a tax-free annual net base salary starting at **US \$56 198** (subject to mandatory deductions for pension contributions and health insurance), a variable post adjustment which currently amounts to **US \$37 653***, dependency benefits, rental subsidy, education grant, relocation and repatriation expenses; 6 weeks' annual vacation, home leave, pension plan and health insurance.

[How to apply to the IAEA](#)

[Complete an Online Application](#)

** Subject to change without notice*

Applications from qualified women and candidates from developing countries are encouraged

P4 Annual Salary Sample

(>7 years of experience)

US\$ 56 198 (Base salary)

+

US\$ 37 653 – (post adjustment)

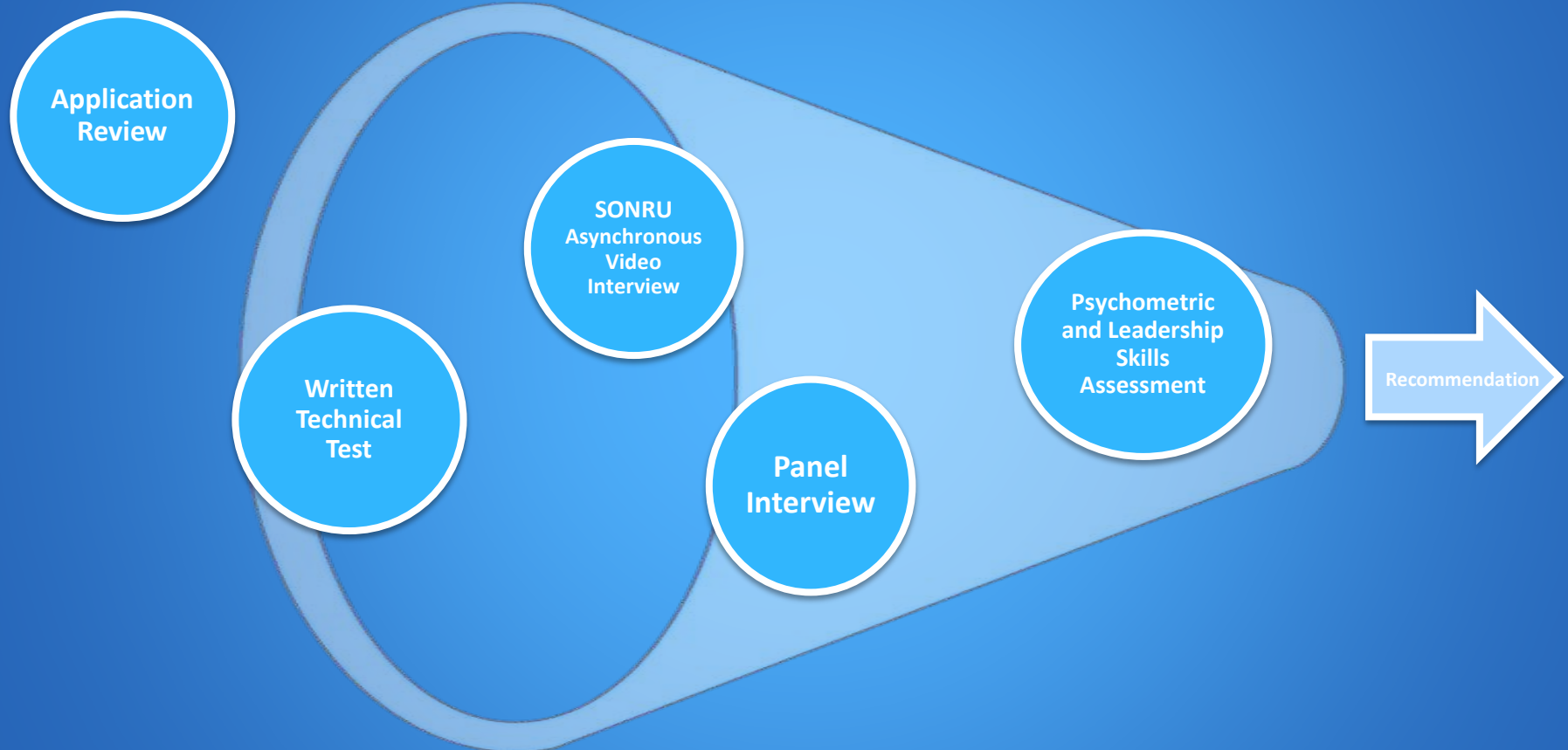
US\$ 93 851 *minus* mandatory
deductions for pension contributions and health
insurance.

TAX FREE



Selection Process

Selection Process



Candidate Assessment is conducted at various stages

SONRU Interview Described

https://personnel.iaea.org/media/list.asp?start=0&count=10&subj=&type=V&type=*

Benefits and Entitlement Sample Cases



Benefits and Entitlements



SCENARIO 1

Junior Professional Officer (P-2/1), one-year contract, single, no child

Salary at single rate: USD 46,819 NBS + USD 32,680 PA = USD 79,499 per year

Assignment grant: EUR 6,780

Recruitment travel: 75% lump sum of lowest full economy fare (one way)

Removal: 1,000 kg by surface or 500 kg by airfreight

Non-removal element: USD 1,620

One month's salary

Rental subsidy: EUR 433 per month for 1st 4 years for a monthly rent of EUR 1,500

Home leave if contract is extended by one year.

Vanbreda/Cigna contribution: EUR 1,387 per year

UNJSPF contribution: USD 7,619 per year.



Benefits and Entitlements



SCENARIO 2

Regular staff at P-4/1 level recruited through Vacancy Notice, initial 3-year contract, married with dependent spouse and 2 dependent children, one at school in Vienna, one studying in the US (but will stay one month in Vienna with the staff member)

Salary at dependency rate: USD 72,605 NBS + USD 50,678 PA = USD 123,283 per year

Assignment grant: EUR 6,780 for staff member + EUR 10,170 for family

Recruitment travel: 75% lump sum of lowest full economy fare for the whole family

Removal: 8,150 kg with advance airfreight of 525 kg

Dependency allowance: EUR 2,229 x 2 = EUR 4,458 per year

Rental subsidy: EUR 690 per month for 1st 4 years for a monthly rent of EUR 2,200

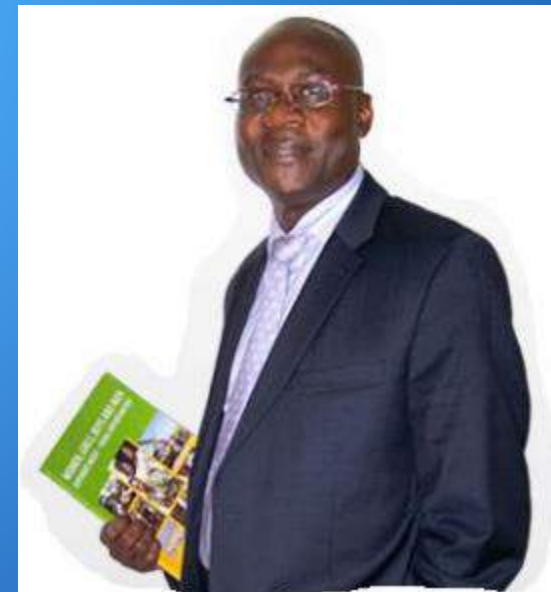
Education grant: 75% of admissible educational expenses (ceilings apply)

Education grant travel: 65% lump sum each scholastic year

Home leave: 75% lump sum every 2 years for staff member, spouse and 1 child attending school in Vienna.

Vanbreda/Cigna contribution: EUR 7,250 per year for the whole family

UNJSPF contribution: USD 11,300 per year.



Benefits and Entitlements



SCENARIO 3

CFE-A at P-5/1 level, 2-year contract, married, spouse staying and working in the US (earns above the income limit), diplomatic status

Salary at single rate: USD 80,887 NBS + USD 56,459 PA = USD 137,346 per year

Assignment grant: EUR 6,780

Recruitment travel: 75% lump sum of lowest full economy fare (one way)

Removal: 8,150 kg with advance airfreight of 375 kg

Rental subsidy: EUR 276 per month for 1st 4 years for a monthly rent of EUR 2,000

Home leave: 75% lump sum every 2 years

Family visit: 75% lump sum every 2 years

Diplomatic privileges

Pension Option C: USD 27,686 per year.

Vanbreda/Cigna contribution: EUR 2,081 per year for staff member only.



