

## **Position Title: Facility Evaluation Board Team Lead**

**Duties:** Leads and directs a team to perform performance-based assessments of ARRA facilities to ensure adherence to site procedural and Department of Energy requirements. The assessments are also known as Integrated Safety Management Evaluations. The Team lead is responsible for guiding the ARRA FEB team during the assessment preparation process, field work, report preparation and management briefings of the assessment results.

The team leader will also be responsible for identifying and assisting in hiring 3-5 team members, identifying subject matter experts to supplement team member knowledge where appropriate, developing an assessment schedule for ARRA facilities and coordinating assessments with the facility management team.

### **Required Qualifications:**

#### **Education:**

BS or higher Degree in Engineering or Science with 15 years experience in the operation, maintenance, engineering or support groups for DOE radioactive or non-radioactive industrial facility

#### **Experience/Skills**

The candidate must possess the following attributes:

- good verbal and written communications skills,
- self motivated and self confident,
- technically inquisitive and able to investigate issues to determine root cause
- evaluate assessment data and be able to draw defensible conclusions from the data,
- interact effectively with team, facility personnel and senior management in both contractor and government organizations,
- diplomatically provide and accept constructive criticism,
- Organize members to thoroughly review a facility or project's compliance with site procedures and DOE orders.
- Capable of making presentations to facility, project and SRS senior management summarizing the results of the assessments.
- Previous assessment and especially FEB experience preferred.
- Be able to complete FEB training requirements as outlined in Q11 manual procedure 3.2 including Radiological Worker II, respirator and plastic suit training

#### **Work Hours**

Work a 40-hour work week on a 9-80's schedule (9 hour days Monday-Thursday and working every other Friday for 8 hours). Work week excludes SRNS holidays. Each work day has a 30-minute unpaid lunch. Estimate 30 weeks per year of work.

#### **Area Security Access:**

A security clearance is not initially required; however, candidate must be capable of obtaining an L Clearance to perform assigned duties.

**CANDIDATE EVALUATION FORM**

CANDIDATE NAME: \_\_\_\_\_

POSITION TITLE: **Facility Evaluation Board Team Lead**

MINIMUM REQUIREMENTS  
(See Job Description)

	<u>YES</u>	<u>NO</u>
1) U. S. Citizen	_____	_____
2) BS Degree in Engineering or Science	_____	_____
OR		
3) 15 years experience in:		
a) Operations, Engineering, Maintenance or Support Organization	_____	_____
4) General Software applications (Word, Excel, Powerpoint)	_____	_____
5) Telephone interview to validate resume data*	_____	_____
6) Reference check to evaluate performance capability*	_____	_____

\*Evaluation validation criteria

**Additional Qualifications of Candidate:**

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\_\_\_\_\_  
\_\_\_\_\_

**Narrative Discussion of Resume Validation\*\*:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(\*\*Discussion not required if candidate is acceptable)

EVALUATOR: \_\_\_\_\_

DATE: \_\_\_\_\_