

## Programme Description

### 2018 Safeguards Traineeship Programme

<b>Note:</b>	<i>This programme description is intended for the information of nominating Governments and the candidates, and should be circulated accordingly.</i>
<b>Objectives:</b>	The objective of the Safeguards Traineeship Programme is to increase the number of candidates from developing countries who are qualified for a position as safeguards inspector in the IAEA or in their national nuclear organization. In addition to enhancing the technical skills and competence of the trainees, the Traineeship Programme will provide the participants with opportunities to broaden their knowledge of the applications of nuclear techniques and their implementation at facility and State level.
<b>Special Conditions:</b>	<p>The award of a traineeship carries no commitment of appointment with the IAEA after the completion of training. The nominating Government and the candidate will be asked to acknowledge this fact in writing on the application form. Upon successful completion of training, however, trainees may apply for vacant Professional category posts at the IAEA for which they are qualified. Their applications will be considered on a competitive basis with all others received, in accordance with the IAEA's established policies and procedures.</p> <p>Trainees will be subject to the authority of the Director General during the period of their award.</p> <p>The IAEA may decide to withdraw a traineeship award for reasons of, inter alia, ill health or misconduct, in which cases the trainees shall be forthwith repatriated.</p>
<b>Location:</b>	Formal training and on-the-job experience will be provided principally at the IAEA's Headquarters in Vienna, Austria, and, as appropriate, in nuclear institutions and facilities in Europe.
<b>Duration:</b>	Training will begin on 5 February 2018. Each trainee will receive ten months of instruction.
<b>Nominations:</b>	<p>Nominations should be made using the enclosed application form and should be submitted through the competent official authority (e.g. Ministry of Foreign Affairs, National Atomic Energy Authority, or the office of the United Nations Development Programme). Nominations using the completed application form should reach the IAEA not later than <b>15 September 2017</b>.</p> <p>Nominations should be addressed to:</p> <p>Safeguards Traineeship Programme Safeguards Training Section Division of Concepts and Planning Department of Safeguards International Atomic Energy Agency Vienna International Centre PO Box 100 1400 VIENNA AUSTRIA</p>

	<p>Advance information about the candidate(s), submitted by fax or email would be welcome. This information should include:</p> <ul style="list-style-type: none"> <li>i) name and age</li> <li>ii) academic degree(s) and area of specialization</li> <li>iii) present position</li> <li>iv) description of working experience</li> <li>v) degree of proficiency in English</li> </ul> <p>and should be transmitted to:</p> <p>Safeguards Traineeship Programme Safeguards Training Section Division of Concepts and Planning Department of Safeguards International Atomic Energy Agency Fax: +43 1 26007 26356 or +43 1 2600 24421 Email: <a href="mailto:Y.G.Woubshet@iaea.org">Y.G.Woubshet@iaea.org</a></p>
<b>Selection:</b>	Up to six Safeguards Traineeships will be awarded for the year 2018. The IAEA's selection committee will evaluate the candidates, based on such factors as educational background, technical experience and proficiency in English. Preference will be given to candidates from countries that are under-represented in the IAEA Secretariat or countries with no or limited nuclear fuel cycle related activities.
<b>Stipend:</b>	Trainees will receive stipends as determined by the IAEA's Financial Rules and Regulations. Current stipends provide approximately €3000 in the first month, and approximately €2000 in the following months.
<b>Medical:</b>	Trainees are required to submit a medical report completed and signed by a registered medical practitioner after clinical and laboratory examinations (Part B of the application form). The IAEA reserves the right to require the applicant to undergo a further medical examination before he/she takes up his/her traineeship.
<b>Health Insurance:</b>	Trainees will be covered by the IAEA's medical insurance plan at no cost to the trainee; however, <b>no coverage will be provided for any dependents.</b>
<b>Travel:</b>	The IAEA will provide the trainee with a round-trip air ticket based on the most direct and economical route (lowest logical fare in economy class) between the airport nearest his/her residence and Vienna, as well as any other travel costs directly connected with the Traineeship Programme.
<b>Family Members:</b>	The stipend is considered sufficient for a trainee only. Trainees are therefore discouraged from having family members accompany them during their traineeship period. Should they wish to do so, all costs connected therewith must be borne by the trainees, including medical insurance. Moreover, for each accompanying family member, a trainee must furnish evidence of his/her ability to provide additional financial support.

<b>Fields of Study:</b>	<p>The Safeguards Traineeship Programme is designed to enhance the technical skills and competence of the trainees relative to the implementation of safeguards at nuclear facilities and for broadening their knowledge of the peaceful applications of nuclear techniques and the implementation thereof in their respective States.</p> <p>Thus, the fields of study will include:</p> <ul style="list-style-type: none"> <li>- basic nuclear physics and engineering;</li> <li>- radiation characteristics and radiation protection;</li> <li>- reactor physics, health physics and radiochemistry;</li> <li>- operational characteristics of nuclear facilities; and</li> <li>- the nuclear fuel cycle</li> </ul> <p>In addition, there will also be introductory training in specific areas of safeguards implementation, including safeguards principles, practices and procedures.</p>
<b>Qualifications:</b>	<p>The minimum qualification required is a first degree in a relevant field of science and engineering. In addition, about two years of related work or advanced graduate studies are desirable.</p>
<b>Language:</b>	<p>Since all instruction will be in English, candidates must have a <b>good working knowledge</b> of that language, and must provide evidence to that effect, as specified on the application form.</p>





## INTERNATIONAL ATOMIC ENERGY AGENCY SAFEGUARDS TRAINEESHIP PROGRAMME

### INSTRUCTIONS

#### PLEASE READ CAREFULLY

The IAEA requires one completed copy of this form for each applicant nominated. Please type or print in ink.

Section A(1-21): To be completed by the applicant.  
If more space is required attach additional pages.

Section A (22): To be completed by authorizing Government Official.

Section B: To be completed by a registered medical practitioner.

Section C: To be completed by a qualified language teacher.

A copy of the complete academic record is required for each applicant, including the following information about undergraduate or post-graduate courses:

- Number of semesters or academic years of study;
- Subjects studied in each semester or academic year;
- Grade (such as fair, good, very good, excellent or any other code system) for each of the above mentioned subjects; and
- Degree obtained upon graduation.

A certified translation of this academic record is required if it is issued in a language other than English.

BEFORE SIGNING PLEASE BE SURE THAT ALL QUESTIONS HAVE BEEN ANSWERED. COMPLETE FORMS CAN BE PROCESSED MORE RAPIDLY THAN INCOMPLETE ONES.

The completed copy of this form returned to IAEA should consist at least of the following:

- 1) Form A \_\_\_\_\_ 3 pages
- 2) Form B \_\_\_\_\_ 1 page
- 3) Form C \_\_\_\_\_ 1 page
- 4) Copy of academic record. Please attach

Note: This form is available in English only, since English is the language of instruction.



PERSONAL DATA

1. Family name:

First Name(s):

\_\_\_\_\_

\_\_\_\_\_

2. Home address:

Telephone:

Facsimile:

E-mail:

\_\_\_\_\_

\_\_\_\_\_

Attach here a photograph taken within the past 12 months; print your name legibly on the back to facilitate matching it to the application should the photo become detached.

3. Office address:

Telephone:

Facsimile:

E-mail:

\_\_\_\_\_

\_\_\_\_\_

4. Gender

☐ Male

☐ Female

5. Maiden name if married:

6. City & country of birth:

7. Nationality at birth:

Now:

8. Date of Birth:  
Year Month Day

9. Marital Status:

10. Number of children

11. Name and address of person to notify in case of emergency:

Relationship:

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

12. What is your mother tongue?

13. List below proficiency in foreign languages:

Language	Read			Write			Speak		
	Good	Average	Poor	Good	Average	Poor	Good	Average	Poor

14. Give details of any IAEA fellowship held by you, and any IAEA training course or scientific visit in which you have taken part.

15. Why are you applying to the Safeguards Traineeship Programme?

## 16. Education (post secondary)

Educational institutions attended List highest institution first.	Location	Major fields of study	Degrees, Diplomas	Years attended	
				From	To

## 17. Employment record (if applicable):

Starting with your present post, list in reverse order the most recent employment you have had.

Name and address of employer/organization	Title of your position	Years of service	
		From Month/Year	To Month/Year

## 18. Describe in detail (in 200 words or more) any work you have been doing during the past two years, either during the period of your studies, or since graduation. If more space is needed, please attach additional page.

## 19. Describe your familiarity with use of computers and identify computer software with which you work or have worked.

## 20. Have you ever been arrested, indicted or summoned into course as a defendant in a criminal proceeding or convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)?

Yes ☐No ☐

If "yes", give full particulars of each case in an attached statement.

21.

I certify that the statements made by me in this application are true and complete. If selected as a Trainee, I undertake to:

- a) Conduct myself at all times in a manner compatible with my status as recipient of an IAEA traineeship award;
- b) Spend full time during the period of the award in the training programme as directed by the IAEA;
- c) Refrain from engaging in political and commercial activities;
- d) Submit reports in accordance with the requirements of the IAEA;
- e) Refrain from accepting any assignment extraneous to the training programme; and
- f) Inform the IAEA whenever there are changes in my availability to take up or to continue the IAEA Traineeship Programme.

BEFORE SIGNING PLEASE BE SURE THAT ALL QUESTIONS  
HAVE BEEN ANSWERED

A

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I understand that during the period of award I am subject to the authority of the Director General of the IAEA.

I also understand that the award of a Traineeship carries no guarantee of employment with the Agency after the completion of training.

If not selected for employment with the Agency, I undertake to return to my home country following training and to work there in the field of peaceful uses of atomic energy for a period of not less than two years, utilising the experience gained as a Trainee.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

22.

The Government of \_\_\_\_\_

nominates Mr, Mrs, Miss \_\_\_\_\_

Name (last and first)

for a Traineeship under the programme as approved by the Board of Governors of the International Atomic Energy Agency, and, noting the replies given by the application to the questions asked above, gives assurance that:

- a) All information supplied by the applicant is complete and correct;
- b) The Trainee will be paid all expenses relating to his passport, visa, medical examination and other incidental expenses; and
- c) All medical costs not covered by the insurance provided by IAEA which are incurred during the Traineeship due to illness or injury will be met by the Government.

The Government understands that the award of a Traineeship carries no guarantee of employment with the Agency after completion of training.

The Government therefore undertakes to assure placement of any Trainee not so selected, in a post in the home country where he/she can work in the field of peaceful uses of atomic energy for a period of not less than two years and utilise the experience gained as a Trainee.

\_\_\_\_\_  
Signature of certifying Government official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title (printed or typed) of certifying Government official



## MEDICAL REPORT

# B

INSTRUCTIONS: To be completed by a registered medical practitioner after thorough clinical and laboratory examination. The International Atomic Energy Agency reserves the right to require the applicant to undergo a further medical examination before he/she takes up his/her Traineeship.

Name of the applicant:

Age

Sex

Is the applicant in good health and enjoying full working capacity?

Height

Weight

Is the applicant able physically and mentally to carry on intensive training away from his home?

Previous illnesses or disorders that might affect the applicant's ability to pursue his training:

Is the applicant free from infectious diseases (for example, tuberculosis and trachoma) which could present risks for both the applicant and his/her contacts during his/her Traineeship?

Does the applicant have any condition or defect which might require treatment during his/her Traineeship?

Full name and address of the examining physician (printed or typed):

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of the examining physician

**LANGUAGE CERTIFICATE FOR SAFEGUARDS TRAINEESHIP APPLICANTS****CERTIFICATE OF KNOWLEDGE OF ENGLISH**

to be completed by a qualified language teacher

NAME AND ADDRESS \_\_\_\_\_  
OF APPLICANT \_\_\_\_\_

TYPE OF TEST ADMINISTERED \_\_\_\_\_

OVERALL SCORE OBTAINED \_\_\_\_\_

Please mark appropriate boxes in Sections (1), (2), (3), (4) and (5) below.

**(1) ABILITY TO UNDERSTAND**

- ☐ Understands without difficulty when addressed at normal rate
- ☐ Understands almost everything, if addressed slowly and carefully
- ☐ Requires frequent repetition and/or translation of words and phrases

**(2) ABILITY TO SPEAK**

- ☐ Speaks fluently and accurately and is easily intelligible
- ☐ Speaks intelligibly, but is not fluent or altogether accurate
- ☐ Speaks haltingly, and is often at a loss for words and phrases

**(3) ABILITY TO WRITE**

- ☐ Writes with ease and accuracy
- ☐ Writes slowly and/or with only a moderate degree of accuracy
- ☐ Writes with difficulty and makes frequent mistakes

**(4) READING ABILITY AND COMPREHENSION**

- ☐ Reads fluently, with full comprehension
- ☐ Reads slowly, but understands almost everything he reads
- ☐ Reads with difficulty, and only with frequent recourse to the dictionary

**(5) OVERALL ASSESSMENT**

- ☐ Applicant's knowledge is sufficient to follow the training programme, in particular technical lectures in English:
- ☐ Applicant's knowledge is insufficient.

**(6) Other remarks which may be of value in the development of the applicant's training programme:**

Language test has been administered by: Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_