



## Posting Notice

### Personnel Requisition Details

Job Type Description:	Division Head
FLSA:	Exempt
Secondary Title:	Array Maintenance Group Manager
Scientific Title:	
Position Type:	International Staff Position
Division:	Joint ALMA Office
Location of Position:	Santiago, Chile
Job Status:	Regular Full Time
FTE:	1
Length of Appointment:	Three years with the possibility of a fixed-term or indefinite extension
Work Schedule:	Rotating Shift
Amount of Travel Required:	Moderate
Number of Positions Supervised:	70
	<p>The Atacama Large Millimeter/submillimeter Array (ALMA) is a (sub)millimeter wave interferometer consisting of 66 antennas located on the Llano de Chajnantor in the Atacama Desert of northern Chile, and equipped with receivers covering atmospheric windows between 30 and 950 GHz. ALMA is a partnership of the European Organization for Astronomical Research in the Southern Hemisphere (ESO representing its member states), National Science Foundation (NSF USA) and National Institutes of Natural Sciences (NINS Japan), together with National Research Council (NRC Canada) and National Science Council (NSC) and Academia Sinica Institute of Astronomy and Astrophysics (ASIAA Taiwan), in cooperation with the Republic of Chile. The Joint ALMA Observatory (JAO) is operated by ESO, Associated Universities Inc/National Radio Astronomy Observatory (AUI/NRAO) and the National Astronomical Observatory of Japan (NAOJ).</p> <p>The Joint ALMA Observatory (JAO) is seeking a senior engineer/manager to become the Manager of the Array Maintenance Group (AMG) in the ALMA Department of Engineering (ADE). This group executes the preventative and corrective maintenance of the core scientific equipment at the ALMA observatory, which consists of 66 antennas, located at 5000m above sea level on high-precision kinematic foundations; each antenna is equipped with state-of-the-art millimeter/submillimeter instrumentation. It also covers the photonics and digital correlation equipment in the technical building at the Array Operations Site and the support equipment for relocating array elements and their subsystems.</p>
Position Summary:	<p>The successful candidate will be one of two AMG Managers in charge of leading a group of approximately 70 people in a rotating counter-shift, and will be responsible for ensuring all scientific subsystems are maintained</p>

	<p>according to the established maintenance processes, while accomplishing the required level of array availability. The position reports directly to the Head of ADE.</p> <p>The Array Maintenance Group Manager will be responsible for the day-to-day operations and maintenance of the following, but not limited to subsystems/equipment:</p> <ul style="list-style-type: none"> <li>-Antenna Mechanical Subsystems;</li> <li>-Antenna Electrical and Control Subsystems;</li> <li>-Front-Ends, Cryogenics and Vacuum;</li> <li>-Back-End and Communication Electronics;</li> <li>-Local Oscillator Systems and Optical Fiber Networks;</li> <li>-Digital Transmission Systems and Correlators and</li> <li>-Transporter, Front-End Service Vehicle and specialized fleet vehicles.</li> </ul> <p>The successful candidate, among other responsibilities, will also:</p> <ul style="list-style-type: none"> <li>-Oversee the development and implementation of maintenance and operations processes and procedures at the Array Operations Site;</li> <li>-Observe safety regulations for workers and equipment, and occupational health regulations;</li> <li>-Continuously monitor and improve the operation of a high-quality diagnostic-, repair- and verification laboratory for all instrumentation subsystems;</li> <li>-Participate in the development and interpretation of Key Performance Indicators (KPIs);</li> <li>-Manage all AMG personnel, including hiring activities, staff evaluations and professional development strategies;</li> <li>-Prepare and guide the group's strategic planning and budgeting.</li> </ul>
Job Duties Summary:	
Competency Summary:	
Minimum Education:	University degree in Electrical / Electronics or Mechanical Engineering, or demonstrated equivalent work experience.
Preferred Education:	Postgraduate studies in a related field would be an asset.
Minimum Experience:	Minimum 5 years experience managing industrial and/or astronomical observatory maintenance programs and strategies.
Preferred Experience:	Experience in general fleet/operations- and/or contract management concepts is considered an asset.
Physical Demands:	<ul style="list-style-type: none"> <li>-Due to travel requirements and work at high altitudes, a successful high altitude medical check is a necessary condition of employment for this position.</li> </ul>
Work Environment:	-The position is based at the ALMA Operations Support Facility (OSF) near San Pedro de Atacama at 2900m with occasional visits to the ALMA office in Santiago, Chile. The candidate is expected to work frequently at the Array Operations Site (AOS) at 5000m above sea level.
Requisition Number:	

Skills & Abilities:

- Strong knowledge of application software, including spreadsheets, word processing, planning programs and use of web facilities;
- A strong ability to lead a team and mentor staff;
- Must pass any applicable knowledge/skills tests;
- Must possess a valid driver's license;
- Excellent level of written and spoken English. Knowledge of Spanish or the willingness to obtain a basic level of the language would be an advantage;
- Excellent interpersonal skills, high ability to establish and maintain effective working relationships in a multi-cultural environment;
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- Physical health compatible with high altitude conditions (sites are located at 2900m and 5000m above sea level).

Job Open Date:

12-23-2013

Job Close Date:

12-31-2013

ALMA International Staff will be recruited as employees of ESO, AUI/NRAO or NAOJ. Each of these employers offer competitive remuneration packages including a competitive salary as well as comprehensive social benefits, and provide financial support in relocating families. Furthermore, if applicable, an expatriation allowance as well as some other allowances will be added.

Qualified applicants are invited to apply by submitting an application to ESO, AUI/NRAO or NAOJ. Applications must be completed in English and should include a cover letter, CV, and three letters of reference.

Applicants submitting their application to NRAO are invited to apply online at <https://nrao.edu/new/hr/careers>. Please combine into one PDF file a cover letter and curriculum vitae and complete an employment application. As part of the NRAO application process, you will be required to provide the names and contact information of three individuals, who are familiar with your experience and abilities, for letters of reference. Submit the PDF file and employment application to [resumes@nrao.edu](mailto:resumes@nrao.edu). In the email be certain to include the names and contact information of your referees. The referees will be sent e-mail requesting they provide a reference letter on your behalf. If you have any questions regarding this process, please contact LaTonya Richardson at [lrichard@nrao.edu](mailto:lrichard@nrao.edu).

Special Instructions to Applicants:

Applicants submitting their application to ESO are invited to apply online at <https://jobs.eso.org/>. The position requires three letters of reference, which shall be sent to [vacancies@alma.cl](mailto:vacancies@alma.cl).

Applicants submitting their application to NAOJ are invited to apply by sending their cover letter, CV and three letters of reference via email to Tetsuo Hasegawa at [tetsuo.hasegawa@nao.ac.jp](mailto:tetsuo.hasegawa@nao.ac.jp).

**Deadline for receipt of applications to be considered for the position is January 16, 2014.**

For further information please consult ([almaobservatory.org](http://almaobservatory.org)), as well as the ESO, NRAO, and/or NAOJ Home Pages: ([www.eso.org](http://www.eso.org)), ([www.nrao.edu](http://www.nrao.edu)) ([alma.mtk.nao.ac.jp/e/](http://alma.mtk.nao.ac.jp/e/)).

ESO, AUI/NRAO and NAOJ are Equal Opportunity Employers.

Required Applicant Documents:

Other Document

Optional Applicant Documents:

- Resume/Curriculum Vitae
- Cover Letter
- Other Document