



Atoms for Peace and Development

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the Ministries of Foreign Affairs of IAEA Member States receiving technical assistance under the IAEA's regular programme and has the honour to inform them that, subject to the approval by the General Conference in September 2022, the IAEA's **Safeguards Traineeship Programme** for Young Graduates and Junior Professionals will be conducted from **1 February 2023 to 30 November 2023**. As the Traineeship Programme is scheduled to begin on 1 February 2023, the IAEA is required to initiate preparatory actions in anticipation of approval by the General Conference.

The objective of the Safeguards Traineeship Programme is to increase the number of qualified candidates from developing countries for a position of 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 about the peaceful application of nuclear techniques and their implementation at a facility and a State level.

The Programme Description and Application Form are attached.

The selected trainees will receive ten months of education and on-the-job training at IAEA Headquarters in Vienna and, as appropriate, in nuclear institutions and facilities in Europe. The programme includes workshops, case studies, and practical assignments delivered in an interactive approach to engage the participants in their learning.

The award of a traineeship does not imply any commitment of appointment with the IAEA. The Traineeship Programme is intended to prepare trainees for employment in their home countries in the field of peaceful uses of atomic energy.

All instructions will be in English.

Trainees will receive stipends as determined by the IAEA's Rules and Regulations.

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property during the programme.

Governments are invited to submit nominations for the Safeguards Traineeship Programme through the official channels (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority). Nominations and the accompanying application form should reach the

IAEA Training Section of the Department of Safeguards not later than **05 August 2022**. Advance information about the candidate(s), submitted by email or other means, would be welcomed. Governments nominating candidates are asked to ensure that qualified women be given every opportunity to be informed about this programme, and should be encouraged to apply.

Up to nine Safeguards Traineeships will be awarded for the year 2023. The IAEA's selection committee will evaluate the candidates based on criteria such as educational background, working experience, age between 24 and 36 and proficiency in English. Preference will be given to candidates from countries under-represented in the IAEA's Secretariat or countries with no or limited nuclear fuel cycle related activities.

Governments will be informed of the decision made about their nominees not later than 30 November 2022. Full details on administrative and financial matters relative to the selected trainees will be communicated at that time.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to assure the Ministries of Foreign Affairs of its highest consideration.

2022-03-29

Enclosures: Programme Description
Application Form

Programme Description

2023 Safeguards Traineeship Programme

Note:	<i>This programme description is intended for the information of nominating Governments and the candidates, and should be circulated accordingly.</i>
Objectives:	The objective of the Safeguards Traineeship Programme is to increase the number of qualified candidates from developing countries for a position of 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 about the peaceful application of nuclear techniques and their implementation at a facility and a State level.
Special Conditions:	<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 traineeship, 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>
Location:	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.
Duration:	Training will begin on 1 February 2023, for ten months.
Nominations:	<p>Nominations should be submitted using the enclosed application form through the competent official authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority). Nominations using the completed application form should reach the IAEA not later than 05 August 2022.</p> <p>Nominations should be addressed to:</p> <p style="padding-left: 40px;">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 email would be welcome. This information should include:</p> <ol style="list-style-type: none"> i) name and date of birth ii) academic degree(s) and area of specialization iii) present position iv) description of working experience v) degree of proficiency in English vi) motivation letter

	<p>and should be transmitted to:</p> <p>SG Traineeship Programme Team Safeguards Traineeship Programme Safeguards Training Section, Division of Concepts and Planning Department of Safeguards, International Atomic Energy Agency Fax: +43 1 26007 21818 or Email: SGTraineeshipProgramme@iaea.org</p>
Selection:	Up to nine Safeguards Traineeships will be awarded for the year 2023. The IAEA's selection committee will evaluate the candidates, based on such factors as educational background, technical experience, age 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. States' past participation in the programme will also be considered.
Stipend:	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.
Medical:	Trainees are required to submit a medical report completed and signed by a registered medical practitioner after clinical and laboratory examinations (Upon notification of acceptance, trainees will receive a Medical Review Questionnaire to complete and submit.) The IAEA reserves the right to require the applicant to undergo a further medical examination before he/she takes up his/her traineeship.
Health Insurance:	Trainees will be covered by the IAEA's medical insurance plan at no cost to them.
Travel:	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.
Family Members:	Trainees are requested not to bring any family members to Vienna.
Fields of Study:	<p>The Safeguards Traineeship Programme is designed to enhance the technical skills and competence of the trainees relative to the implementation of safeguards and to broaden 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"> - basic nuclear physics and engineering; - radiation characteristics and radiation protection; - reactor physics, health physics and radiochemistry; - operational characteristics of nuclear facilities; and - the nuclear fuel cycle <p>In addition, there will be introductory training in specific areas of safeguards implementation, including safeguards principles, practices and procedures.</p>
Qualifications:	The minimum qualification required is a first degree in a relevant field of science and engineering. In addition, two years of related work experience or advanced graduate studies are desirable.
Language:	All instructions will be in English, candidates should therefore have a good working knowledge of that language, and must provide evidence to that effect, as specified on the application form.

APPLICATION FOR 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 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) Copy of academic record. Please attach | |

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

PERSONAL DATA (AS PER PASSPORT)

1. Family name:

First Name(s):

2. Home address:

Telephone (preferred number):

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 (preferred number, including country/city codes):

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 (tick the level):

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? (around 200 words)

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:

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 (around 200 words) 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. Health and Radiation

I declare that I am in good health and fit to work and travel. I am free from infectious diseases and able physically and mentally to carry out any relevant duties away from home

Yes No

If you have a physical disability or medical condition which might limit your ability to perform your assignment, please indicate the limitation below:

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

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.

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 (as per passport)

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

