



As Canada's premier nuclear science and technology (S&T) organization Canadian Nuclear Laboratories (CNL) serves the nation as an enabler of business innovation and technology transfer. And, we foster the development of highly-qualified people for the knowledge economy to come.

The Whiteshell Closure Project (WCP) is an initiative under Canadian Nuclear Laboratories whose focus is to decommission the site. The Project mandate encompasses the entire Whiteshell Laboratories (WL) Site, including nuclear equipment and systems, buildings and plant infrastructure, services, waste management facilities and affected lands. The Project scope includes all elements necessary to complete by 2024, a major remediation project on a licensed nuclear site, including strategic planning, resourcing, project annual budgeting and planning, nuclear facility operation, nuclear facility decommissioning, remediation of affected lands, environmental monitoring, site services, application of nuclear programs and business services as required.

### **Manager, WL Radiation Protection**

#### **INTRO**

The Manager, WL Radiation Protection (RP) Branch is accountable to the Director, WL Environmental, Safety, Health & Quality (ESH&Q) for the effective implementation of Radiation Protection at the Whiteshell (WL) site. The Manager, RP is responsible for managing the associated branch resources (dosimetry, radiological safety) and coordination of services in an efficient, safe, compliant and timely manner in support of the WL Closure Project.

#### **DUTIES**

The Manager, RP is accountable for managing the associated branch resources and coordination of services in an efficient, safe, compliant and timely manner. Within these accountabilities, the Manager, RP, is responsible for:

- Promoting safe practices, good housekeeping and a culture which minimizes and/or eliminates safety incidents.
- Developing strategic plans in collaboration with the customer base, to ensure improved efficiency and dependability of services provided by RP are realized.
- Maintaining a skilled, effective and motivated workforce through recruiting, training and supervision of professional, technical, administrative and contract staff (~50), that meets and anticipates customer requirements. Includes generating position descriptions, training plans, Powered-by-People and performance assessments.
- Managing the RP budget, ensuring adherence to project budgets, schedules and QA requirements. Evaluating, recommending and justifying non-routine expenditures and resource adjustments as required.
- Preparing regular progress reports on activities and operations, and providing input to the Director, ESH&Q for the preparation of yearly strategic business plans.
- Preparing (or reviewing) and approval of technical reports and other documentation, issued to both internal and external customers and/or regulators.

- Ensuring that the branch can advise and provide workable solutions to radiation protection related issues that may arise on site.
- Acts as designate for the Director, ESH&Q when required.

It is an expectation that the RP Manager will, in a reasonable time, become familiar with the Radiation Protection Program and be responsible for the oversight of its full implementation at Whiteshell.

## **QUALIFICATIONS**

To operate effectively, the Manager, RP requires the following expertise:

### **1. Education**

- Post-secondary degree or diploma in science/engineering and/or related radiation protection work experience relevant to the RP compliance program.

### **2. Experience**

- Minimum of seven years post-graduate work experience, including detailed knowledge of the nuclear industry and an additional three years' experience in a leadership role in Radiation Protection (RP). Site closure experience is an asset.
- Understanding the Acts, Regulations and Standards related to RP.
- Good understanding of procedures of the CNSC and other regulators, including their licensing procedures.

### **3. Skills and Abilities**

- Proven management and leadership skills, and the ability to operate in a multi-discipline functional style organization and business-like manner. Skills required include fair treatment, planning, coaching, mentoring, training, performance assessment, conflict resolution, etc.
- Strong planning, technical and administration skills to support day-to-day operations and regulatory reporting requirements. Ability to organize and co-ordinate activities of self and others to achieve individual/process unit targets.
- Must have strong communication skills, both written and oral, and the ability to gain support and interact effectively with staff, regulators, customers and others within CNL. Proven ability to build relationships across various organizations and to interface with the Radiation Protection Program Authority and peers at Chalk River Laboratories (CRL).
- Knowledge of CNL's management, human resources, and financial systems.
- Ability to write business plans, and to develop/manage budgets.
- Knowledge of general Quality Assurance principles, including requirements specific to compliance programs.
- Must have good computer skills with a proficiency with MS Office software tools, particularly Word and Excel.
- Experience working with and coordinating project efforts with multi-faceted teams on site-based projects.

- Must be versed in applicable federal, provincial and municipal regulations and help maintain continuous compliance with all WL Site Programs.
- Experience in change management to effectively support the drive/improvement of RP related processes and procedures.

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CNL has an Employment Equity Program and encourages applications from women, Aboriginal Peoples, visible minorities and persons with disabilities.

We thank all applicants for their interest, but only candidates selected for an interview will be contacted.