



# *International Criminal Tribunal for the former Yugoslavia*

Associate Translator (French), P-2 (Temporary vacancy with duration until 31 December 2015)

DEADLINE FOR APPLICATIONS:	14 February 2015
DATE OF ISSUANCE:	15 January 2015
OFFICE:	Registry/CLSS
JOB OPENING NUMBER:	2015/ICTY/CLSS/003-P

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United Nations Core Values: Integrity, Professionalism, Respect for Diversity

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## ORGANIZATIONAL SETTING AND REPORTING

This position is located in the Registry, Conference and Language Services Section.

## RESPONSIBILITIES

Under the supervision of the Head of Unit, the incumbent of the post:

- Translates, subject to revision, a variety of mostly legal texts from English into French, respecting deadlines and using appropriate terminology.
- Must aim at a high standard of accuracy, consistency and faithfulness to the spirit, style and nuances of the original, observe the established terminology and usage, and ensure, as far as possible, consistency with other translators working on the same document.
- The level of revision required should decrease as more experience is gained.
- Uses all sources of reference, information and consultation relevant to the text at hand and carries out any research required.
- Must maintain a certain speed and volume of output, due account being taken of the difficulty of the text and the specified deadlines.
- Identifies new terminology material and submits it for the consideration of revisers.

## COMPETENCIES

- **Professionalism** – Commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of work. Good writing skills; high standards of accuracy, consistency and faithfulness to the spirit, style and nuances of the original text; good grasp of the subject matter; ability to use all sources of reference, consultation and information relevant to the text at hand; ability to maintain an adequate speed and volume of output, taking into account the difficulty of the text and the specified deadline. Must have the ability to work quickly and accurately under pressure. Some degree of specialization in subjects with which the Tribunal deals, i.e. legal. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.
- **Communication** – Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two way communication; tailors language, tone, style and format to match the audience; demonstrates openness in sharing information and keeping people informed.
- **Commitment to Continuous Learning** – Keeps abreast of new developments in own occupation/profession; actively seeks to develop oneself professionally and personally; contributes to the learning of colleagues and subordinates; shows willingness to learn from others; seeks feedback to learn and improve.

## QUALIFICATIONS

### Education:

Advanced degree from a university or from an institution of equivalent status. A first level degree in combination with qualifying experience may be accepted in lieu of an advanced university degree.

### Work Experience:

Minimum of 2 years of progressively responsible experience of translation experience into French, preferably in the context of the United Nations or an international organisation.



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**Languages:**

English and French are the working languages of the Tribunal. For the post advertised, mother-tongue fluency in French and excellent knowledge of English, as demonstrated by passing the UNICTY's selective translation examination. Knowledge of Bosnian/Croatian/Serbian is an asset.

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**HOW TO APPLY:**

**NOTE FOR INTERNAL CANDIDATES:**

- 1) Interested staff members must complete the ICTY Internal Application Form and UN Personal History Profile (PHP) form obtainable via the TRIBUNET; ICTY website or UN Inspira. Please submit all documents including the last two e-PAS's to the [recruitment@icty.org](mailto:recruitment@icty.org) in-box. Please indicate the job opening number in the subject line.

**NOTE FOR EXTERNAL CANDIDATES:**

- 1) External applicants must complete the UN Personal History Profile (PHP) form obtainable from the ICTY website ([www.un.org/icty](http://www.un.org/icty)) and forward electronically to the [recruitment@icty.org](mailto:recruitment@icty.org) in-box. Please indicate the job opening number in the subject line.

Once received, a list of candidates who meet the requirements of the post will be sent to the supervisor, who will prepare a written comparative analysis of all the candidates and make a recommendation for the position.

**SPECIAL NOTICE:** The appointment is limited to ICTY. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. ICTY is a smoke free environment.

**PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED.**

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