



International Criminal Tribunal for the former Yugoslavia

Translator (French), P-3 (2 Posts; From 1 January 2016)

DEADLINE FOR APPLICATIONS: 30 October 2015
DATE OF ISSUANCE: 30 September 2015
OFFICE: Registry/CLSS
VACANCY ANNOUNCEMENT: 15-LAN-ICTY-46874-R-THE HAGUE (R)

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

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 ensures, 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, the ultimate goal being that work produced needs only monitoring by a reviser.
- 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. Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter. 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; good coordination with others working on similar documents in order to ensure consistency of terminology and style; 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; 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.
- **Teamwork** – Works collaboratively with colleagues to achieve organisational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.
- **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.

QUALIFICATIONS

Education:

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

Work Experience:

Minimum of 5 years of translation experience into French, preferably in the context of the United Nations or an international organisation. Familiarity with terminology databases and knowledge of relevant computer software including word-processing programmes.



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Languages:

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

Assessment Method:

There will be a technical test and competency-based interview.

Special Notice:

The appointment is limited to ICTY. Appointment of the successful candidate on this position will be limited to the initial funding of the post. Extension of the appointment is subject to the extension of the mandate and/or the availability of funds. As the international tribunals are not integrated in the Secretariat, UN Staff Members serve on assignment or secondment from their parent department/office if selected. Appointments of staff members in the United Nations are subject to the authority of the Secretary-General. Staff Members are expected to move periodically to new functions in accordance with established rules and procedures, and may in this context be reassigned by the Secretary-General throughout the Organization based on the changing needs and mandates.

No Fee:

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, TRAINING OR ANY OTHER FEES). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON BANK ACCOUNTS.

United Nations Considerations

Candidates will be required to meet the requirements of Article 101, paragraph 3, of the Charter as well as the requirements of the position. The United Nations is committed to the highest standards of efficiency, competence and integrity for all its human resources, including but not limited to respect for international human rights and humanitarian law. Candidates may be subject to screening against these standards, including but not limited to whether they have committed, or are alleged to have committed criminal offences and/or violations of international human rights law and international humanitarian law.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs. (Charter of the United Nations - Chapter 3, article 8). The United Nations Secretariat is a non-smoking environment.

Applicants are urged to follow carefully all instructions available in the online recruitment platform, inspira. For more detailed guidance, applicants may refer to the At-a-Glance on "The Application Process" and the Instructional Manual for the Applicants, which can be accessed by clicking on "Manuals" hyper-link on the upper right side of inspira account-holder homepage.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Job openings advertised on the Careers Portal will be removed at midnight (New York time) on the deadline date.

HOW TO APPLY:

All applications must be submitted through the UN Inspira portal. The ICTY is not able to accept applications for this vacancy via email.

Internal applicants may go to <https://inspira.un.org>

External applicants may go to <http://careers.un.org>
