



# *International Criminal Tribunal for the former Yugoslavia*

## Temporary Job Opening

Translator/Reviser (English), P-4 (Temporary Job Opening from 14 Augustus until 31 December 2017)

<b>DEADLINE FOR APPLICATIONS</b>	:	<b>04 July 2017</b>
<b>DATE OF ISSUANCE</b>	:	<b>27 June 2017</b>
<b>ORGANIZATIONAL UNIT</b>	:	<b>Registry/Conference and Language Services Section</b>
<b>LOCATION</b>	:	<b>The Hague</b>
<b>JOB OPENING NUMBER</b>	:	<b>2017/ICTY/REG/CLSS/035-GS</b>

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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 Conference and Language Services Section, Registry.

### **RESPONSIBILITIES:**

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

- Translates and/or revises a variety of mostly legal texts from BCS and/or French into English and from English and/or French into BCS 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.
- Provides feedback and guidance to translators.
- 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.

### **CORE COMPETENCIES:**

- **Professionalism** – 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. 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. Familiarity with terminology databases and knowledge of relevant computer software.
  - **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.
  - **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.
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## **QUALIFICATIONS:**

### **Education:**

Advanced university degree from a university or from an institution of equivalent status in translation. 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 7 years experience in revision/translation, preferably in the context of the United Nations or an international organisation.

### **Languages:**

English and French are the working languages of the Tribunal. For the post advertised, the incumbent should have English as a mother tongue or equivalent and an excellent command of Bosnian/Croatian/Serbian, as demonstrated by passing the UNICTY's selective translation examination.

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## **HOW TO APPLY:**

Internal staff at the P-3 and P-4 levels are eligible to apply.

Interested candidates must complete the UN Personal History Profile (PHP) form obtainable via personal Inspira accounts (in PDF format) or the MICT website. Please submit all documents including the PHP, a Cover Letter, and the last two e-PASes (for internal candidates) ELECTRONICALLY AS ONE DOCUMENT 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:**

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)) or from your personal Inspira account and forward electronically to the [recruitment@icty.org](mailto:recruitment@icty.org) in-box. Please indicate the job opening number in the subject line.

### **NOTE FOR PREVIOUSLY ROSTERED CANDIDATES:**

Roster candidates must express their interest and availability for published job openings by submitting an updated PHP and cover letter.

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 the candidates and recommend a candidate for the position.

<b>SPECIAL NOTICE:</b> 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.
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**PLEASE NOTE THAT APPLICATIONS RECEIVED AFTER THE DEADLINE AT MIDNIGHT (THE HAGUE TIME) ON THE CLOSING DATE WILL NOT BE ACCEPTED. ONLY THE SELECTED CANDIDATE WILL BE NOTIFIED OF THE OUTCOME.**

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