



International Criminal Tribunal for the former Yugoslavia

Associate Translator (French), P-2

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| DEADLINE FOR APPLICATIONS: | 25 February 2012 |
| DATE OF ISSUANCE: | 25 January 2012 |
| OFFICE: | Registry, CLSS |
| JOB OPENING NUMBER: | 12-LAN-ICTY-22545-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.
- 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.
 - **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.
 - **Technological Awareness** – Keeps abreast of available technology; understands applicability and limitations of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.
 - **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.
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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.

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.

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

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.

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>
