



Job Title and Level:	Assistant Translator - Acholi (P-1)
Vacancy Announcement No:	5021EE-PO
Deadline for Applications:	07.05.2015
Organizational Unit :	Services Section, Office of the Prosecutor
Duty Station :	The Hague
Type of Appointment:	
Post number :	
Minimum Net Annual Salary (Single Rate) (EURO) :	€ 45,393

Contract Duration

A roster of suitable candidates will be established for this particular profile as a result of this selection process for both fixed-term established and general temporary assistance posts.

Duties & Responsibilities

The incumbent will work in the Language Services Unit of the Office of the Prosecutor reporting to the Translation Coordinator. He or she will work in a demanding and high-pressure but rewarding environment. The successful candidate will be expected to:

- (a) translate documents from Acholi into English and vice versa under close guidance and supervision; such documents cover a wide range of topics including, but not limited to, legal, military, medical, forensic, human rights, administrative and financial matters;
- (b) provide field interpretation either at HQ or on mission between Acholi and English;
- (c) transcribe audio and video material in Acholi and English;
- (d) summarize Acholi texts into English;
- (e) actively receive and apply feedback and take part in supervised training activities;
- (f) contribute to terminology and reference databases;
- (g) perform other tasks as required (including administrative and/or IT-related tasks).

Essential Qualifications

The successful candidate will possess:

- (a) a university degree (from an accredited university or institution with a minimum three years of study) in translation, interpretation, linguistics, law or any other relevant subject;
- (b) minimum experience of two years in translation and/or interpretation (zero years with an advanced degree), preferably in an international organization;
- (c) knowledge of the topics dealt with by the Court, e.g. legal, military, medical, forensic, human rights, administrative and financial matters;
- (d) excellent eye for detail, accuracy, style and usage;
- (e) sound knowledge of relevant computer software, e.g. MS Office, TRIM, Ringtail and CAT tools;



- (f) proven ability and flexibility in working to deadlines effectively under pressure with evolving tasks and priorities;
- (g) ability to work effectively and constructively as part of a multidisciplinary and multicultural team;
- (h) ability to keep strict standards of confidentiality;
- (i) openness to skills development.

KNOWLEDGE OF LANGUAGES

Mother-tongue proficiency in Acholi and a near-native command of English is essential. Knowledge of another situation-related language may be considered an asset.

ICC Core Competencies:

Dedication to the mission and values

- Acts consistently in accordance with the mission and values of the Organisation;
- Maintains confidentiality, acts with integrity and shows respect for diversity;
- Shows commitment to the organisation;
- Presents a positive image of the organisation during external discussions.

Professionalism

- Applies professional and technical expertise;
- Keeps abreast of organisational issues;
- Produces workable solutions to a range of problems;

Teamwork

- Listens, consults others and communicates proactively;
- Handles disagreements with tact and diplomacy;
- Recognises and rewards the contribution of others;

Learning and developing

- Identifies development strategies needed to achieve work and career goals and makes use of developmental or training opportunities;
- Learns from successes and failures;
- Seeks feedback and gives feedback to others to increase organisational effectiveness;
- Seeks opportunities for improvement of work;
- Has an open mind and contributes to innovation.

Handling uncertain situations

- Adapts to changing circumstances;
- Deals with ambiguity, making positive use of the opportunities it presents;
- Plans activities and projects well in advance and takes account of possible changing circumstances;
- Manages time effectively.

Interaction

- Expresses opinions, information and key points of an argument clearly;
- Handles contacts with diplomacy and tact;
- Communicates in a transparent and open way with internal and external contacts while complying with



confidentiality requirements.

Realising objectives

- Accepts and tackles demanding goals with enthusiasm;
- Keeps to agreements with others;
- Focuses on client needs;
- Takes responsibility for actions, projects and people;
- Monitors and maintains quality and productivity.

General Information

- The selected candidate will be subject to a Personnel Security Clearance (PSC) process in accordance with ICC policy. The PSC process will include but will not be limited to, verification of the information provided in the personal history form and a criminal record check. All candidates should be in a position to submit an electronic copy of their passport and all diplomas listed on their profile when requested;
 - Applicants may check the status of vacancies on ICC E-Recruitment web-site;
 - Post to be filled preferably by a national of a State Party to the ICC Statute, or of a State which has signed and is engaged in the ratification process or which is engaged in the accession process, but nationals from non-state parties may also be considered;
 - In accordance with the Rome Statute, the ICC aims to achieve fair representation of women and men for all positions, representation of the principal legal systems of the world for legal positions, and equitable geographical representation for positions in the professional category;
 - Applications from female candidates are particularly encouraged;
 - The Court reserves the right not to make any appointment to the vacancy, to make an appointment at a lower grade, or to make an appointment with a modified job description.
 - The ICC is willing to apply the 'Inter-Organisation Agreement concerning Transfer, Secondment or Loan of Staff among the Organizations applying the United Nations Common System of Salaries and Allowances' or 'the Inter-Organisation Mobility Accord' on a reciprocal basis.
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