



**UNITED NATIONS ASSISTANCE MISSION IN SOMALIA
(UNSON)**

**UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL BENEFITS**

FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY

DEADLINE FOR APPLICATIONS:	18 JULY 2019
DATE OF ISSUANCE:	19 JUNE 2019
FUNCTIONAL TITLE:	ASSISTANT FIELD INTERPRETER
LEVEL:	NO-A
SECTION:	OFFICE OF CHIEF OF STAFF
LOCATION:	MOGADISHU
DURATION OF CONTRACT:	ONE (1) YEAR FIXED TERM
VACANCY ANNOUNCEMENT NUMBER:	UNSON/COS/020/2019

Special Notice

This position is funded for an initial period of one year and may be subject to extension. Appointment against this post is on a local basis. The candidate is responsible for any travel expenses incurred in order to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible after the job opening has been posted and before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors in order to be eligible to apply for this vacancy.

Organizational Setting and Reporting Relationships:

This position is located in the Translation Unit in the Office of the Chief of Staff, United Nations Assistance Mission in Somalia (UNSON) and is based in Mogadishu. The incumbent will report to the Chief of Staff under the immediate supervision of a senior staff of the Translation Unit.

Duties and Responsibilities:

Within delegated authority, the Assistant Field Interpreter will be responsible for the following:

- Assists in research and facilitates communication between two parties that do not speak a similar language by converting one spoken or written language to another.
- Attend meetings and assist Translators to mediate discussions.
- Assist in relaying concepts and ideas between languages
- Assist in interpreting spoken communication to sign language, for hearing impaired audience.
- Assist senior official in converting written materials from one language into another, such as books, publication, or web pages.
- Create a new text in the target language that reproduces the content and style of the original.
- Edit and proofreads text to accurately reflect the language.
- Use dictionaries and glossaries for reference.
- Assist with the application of computer assisted translation.
- Facilitate communication for people with limited English proficiency.
- Assist translators in translating languages at meeting and conferences.
- Interprets both legal terminology and colloquial language.
- Read aloud documents in a language other than that in which they were written.
- Assist translators in translating materials and documents into another language.

- Accompany foreign visitors and facilitates communication between the receiving party and visitors.
- Adapt a product or service for use in a different language and culture.
- Perform other duties as required.

Competencies:

- **Professionalism:** 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; Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **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 audience; demonstrates openness in sharing information and keeping supervisor as well as the team informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational 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.

Qualifications

Education: A first level degree from a university or an institution of equivalent status.

Experience: At least two years of progressively responsible relevant experience in language interpretation.

Language: English and French are the working languages of the United Nations. Fluency in English and Somali (oral and written) is required. Knowledge of the other United Nations languages is desirable.

Assessment

Method: Evaluation of qualified candidates for this position may include a substantive assessment which will be followed by a competency-based interview.

Additional Information:

Candidates who are not selected, but whose performance in the interview process nevertheless demonstrated them to be suitable for a similar function may be kept on a roster for up to seven years. Candidates placed on the roster may be considered for selection against future vacancies for the same function and level.

How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (P.11) to the address mentioned below on or before the deadline. The P.11 is on the <https://unsos.unmissions.org/jobs>. Applications submitted after the deadline **18 July 2019** will not be accepted. **Curriculum Vitae (CVs) will not be accepted.**

Email: recruitment-unsoa@un.org

Please quote, Vacancy Announcement Number and Functional Title in the subject of the e-mail

Kindly attach a copy of P11, Degree Certificate, Passport and or National Identification Card. Copy of Valid Driving License Please note Criminal Investigation Department (CID) and National Intelligence and Security Agency (NISA) certificates are required at a later stage of the recruitment process.

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.

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).