



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

**UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY
THIS POSITION IS SUBJECT TO LOCAL RECRUITMENT AND DOES NOT HAVE INTERNATIONAL BENEFITS**

FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY

READVERTISEMENT

DEADLINE FOR APPLICATIONS	:	18 SEPTEMBER 2021
DATE OF ISSUANCE	:	20 AUGUST 2021
FUNCTIONAL TITLE	:	FIELD LANGUAGE ASSISTANT
LEVEL	:	GL-5
SECTION	:	REGIONAL AND LIAISON OFFICE
LOCATION	:	BAIDOA
DURATION OF CONTRACT	:	ONE (1) YEAR FIXED-TERM APPOINTMENT
VACANCY ANNOUNCEMENT NUMBER	:	UNSONM/RLO/018/2021

Special Notice

This position is funded for an initial period of one year. Extension of appointment will be subject to budgetary approval. This position is subject to local recruitment pursuant to staff rule 4.4 of the United Nations Staff Rules. All staff in the General Service and related categories shall be recruited in the country or within commuting distance of each office, irrespective of their nationality and of the length of time they may have been in the country. A staff member subject to local recruitment shall not be eligible for the allowances or benefits exclusively applicable to international recruitment.

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 well 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.

The United Nations Secretariat is committed to achieving 50/50 gender balance in its staff. Female candidates are strongly encouraged to apply for this position.

Organizational Setting and Reporting Relationships:

This position is located within the United Nations Assistance Mission in Somalia (UNSONM), in Baidoa. The Field Language Assistant at this level is under the direct supervision of the Head of Office.

Responsibilities:

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

- Provides accurate and high quality consecutive and simultaneous interpretation from Somali (Maay and Mahatiri) to English to and vice-versa. This may include interpretation during high level meetings, media events and conferences.
- Translates a wide range of correspondence and documents from Somali (Maay and Mahatiri) to English and vice-versa.
- Provides clear and concise verbal communication/interpretation, interfacing between mission officials and the local population in support of operations and wider mission activities.
- Performs liaison functions by establishing and maintaining good communication with key government and community interlocutors.
- Assists with the preparation of correspondence and briefing notes.
- Ensures that all deadlines are met.

- Liaises with counterparts in other sections relating to scheduling and administrative arrangements.
- Files and retrieves office documents.
- Performs other duties, including driving office vehicles, 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.

Team Work: 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.

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: A high school diploma is required.

Experience: A minimum of five (5) years of work experience in providing simultaneous translation and interpretation services from English to Somalia and vice versa.

Languages: For this post, fluency in English and Somali (both Maay and Mahatiri varieties) is required. Knowledge of the other United Nations languages is desirable.

Other skills: Excellent driving skills, and experience in driving light vehicles, are desirable for this post. Incumbent should have a valid driving licence issued by the competent authority. Incumbent should also be available to work after normal working hours, and on weekends, when requested.

Assessment

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

How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History Profile (PHP) to the address mentioned below **quoting vacancy announcement number and functional title on the subject line on or before the deadline.** The PHP is on the <https://unsos.unmissions.org/jobs>. Applications submitted after the deadline **18 September 2021** will not be accepted. **Curriculum Vitae (CVs) will not be accepted.** Only shortlisted candidates will be contacted.

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Email: recruitment-unsoa@un.org

Kindly attach copies of relevant academic certificates, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility. Please note CID and 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).