



United Nations Children's Fund (UNICEF) in occupied Palestinian territory (oPt) is seeking professional translators.

I. Terms of reference for translators / simultaneous and consecutive translators:

The consultants will provide both written and simultaneous translation as follows:

1. Provide simultaneous and / or consecutive translation during workshops, meetings from Arabic/ English and vice versa;
2. Translate from and to English, Arabic UNICEF publications and a broad range of materials;
3. Undertake translation of technical documents, such as legal and medical documents;
4. Ensure that the translated text is linguistically and grammatically correct and error free, and that it meets the standards of completely edited and revised;
5. Ensure that the translated text uses UNICEF standard terminology, and that the language and styles are consistent;
6. Quality control of the end product is a mandatory requirement. For each translated page, the margin of error should not exceed one per cent. For simultaneous translation, the margin of error is less than one per cent;
7. Maintain confidentiality of materials translated and share the materials with the UNICEF contract supervisor. Return to UNICEF all original documentation.

II. Qualifications / experience:

At least 5 years of general translation from English and to Arabic;

At least 5 years of experience in one technical language is desirable (medical or legal issues);

Ability to translate from and to other languages would be an asset;

Ability to carry out simultaneous translations;

Ability to work under pressure and meet tight deadlines.

III. Remarks for fees:

Fees will be calculated as per proposal for general translation and technical translations

Interested candidates should submit a copy of their CV; United Nations Personal History Form (P11); and their proposed fees **by 10 October 2009**. It should be addressed to the following with reference to **"oPt freelance translators"**

Operations Officer, UNICEF oPt, Beit Hanina, Jerusalem

Email: jerusalemhrvacancies@UNICEF.org

Applications which do not meet the specified minimum requirements or are received after the closing date will not be entertained.

Applications from female candidates are especially welcome.

UNICEF is a smoke free environment

(No telephone inquiries will be entertained)

