

Job Description**French Translator/Sr. Translator/Reviser/Sr. Reviser - CSFLTLF (1800268)**

• This vacancy shall be filled by a 3-year Term appointment in accordance with the Fund's new employment rules taking effect on May 1, 2015.

Description

The International Monetary Fund (IMF) has a vacancy for a French Translator/Senior Translator/Reviser/Senior Reviser in the Language Services Division of the Corporate Services and Facilities Department (CSF). The position is located in the IMF headquarters, Washington, DC.

Duties and Responsibilities:

Under the general supervision of the Chief of the French Section, the selected candidate will translate a wide array of IMF documents and will be expected to prepare high-quality translations using CAT tools as well as word processing, spreadsheet, and other appropriate software. Responsibilities will include researching points of terminology, language, and subject matter, and organizing work to meet the assigned deadlines. The selected candidate may also revise or review translations produced by external contractors.

Qualifications

Candidates must hold an advanced degree, preferably in a language-related field, economics, and/or law, and a minimum of four years of professional experience in translation of economic and financial texts into French.

In addition to the above-listed qualifications, the successful candidate should possess: French language skills at mother tongue competency; excellent translation skills from English into French; sound knowledge of Spanish and/or Portuguese will be considered an additional asset.

Other requirements include a high level of competence in office automation; a capacity to work efficiently and effectively under pressure and to adapt rapidly to changing requirements while maintaining high levels of production and quality; ability to produce translations that require little or no revision; ability to work as part of a team; good interpersonal skills; and initiative in researching points of terminology, language, and subject matter. Proven project management skills, and experience in leading and supervising teams would be regarded as assets.

Shortlisted candidates will be required to take translation tests, and finalists will be invited to an interview.

The IMF is committed to achieving a diverse staff, including gender, nationality, culture and educational background.