



Food and Agriculture Organization of the United Nations

PROFESSIONAL VACANCY ANNOUNCEMENT N°: IRC5601

Issued on: **19 June 2018**

Deadline For Application: **10 July 2018**

POSITION TITLE:	Translator/Reviser (Chinese)	GRADE LEVEL:	P-3
		DUTY STATION:	Rome, Italy
ORGANIZATIONAL UNIT:	Meeting Programming and Documentation Service, CSGM Conference, Council and Protocol Services Division, CSG	DURATION *:	Fixed term: two years with possibility of extension
		POST NUMBER:	0030333
		CCOG CODE:	1006

* The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments

**Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.
Persons with disabilities are equally encouraged to apply.
All applications will be treated with the strictest confidence.**

The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization.

Organizational Setting

The Meeting Programming and Documentation Service (CSGM) is responsible for meeting scheduling and programming, and for the provision of interpretation, translation, terminology and printing services.

The position is located in the Chinese Translation Group.

Reporting Lines

The Translator/Reviser (Chinese) reports to the Senior Reviser, Chinese Translation Group

Technical Focus

Timely translation or revision of meeting documents, publications, correspondence and other materials into Chinese

Key Results

Translation and revision of FAO official documents for meetings and certain important publications to be carried out according to the highest quality standards.

Key Functions

- Translates/revises in the target language from English translations prepared by other staff or by external translators, ensuring consistency of terminology and style throughout the text;
- Produces versions in the target language which are equivalent to the original text in terms of accuracy, completeness, meaning, style and effectiveness;
- Conducts research, proposes additional terms for the established standards of terminology and glossaries
- Consults with substantive units regarding possible inconsistencies or errors in the original text;
- Collects and verify terminology and references and contributes to the linguistic research of the Service, to the building and enhancement of terminology databases and to the selection of useful reference documents.

Specific Functions

- Revises translations from English into Chinese;
 - Makes difficult decisions on terms relating to subject areas where vocabulary and semantic usage are still evolving;
 - Contributes to the selection of external translators with the necessary skills for inclusion in the FAO roster of freelance translators;
 - Promotes the adoption of new technology and the use of computer-assisted translation tools.
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CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in Linguistic Studies, Translation, Law, Economics, Agriculture or other FAO field of activity with a specialization in languages and/or Diploma from an internationally recognized interpreter/translator school (candidates holding a first level university degree may also be considered if possessing two additional years of relevant work experience)
 - Five years** of relevant experience in translation/revision work
 - Excellent knowledge of Chinese and working knowledge of English (knowledge of French or Spanish would be an asset)
- ** The required experience is to be understood as five years of full-time work in an organization or company. Free-lance translators

will have to document experience equivalent to five years of full-time work (i.e. 221 working days per year). Contract translators will have to document experience equivalent to seven years of full-time work (i.e. 1,800 words per day, multiplied by 221 working days per year).

Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- Work experience in more than one location or area of work, particularly in field positions is desirable
- Extent and relevance of experience in translation/revision work
- Demonstrated ability to accurately revise/translate highly specialized technical subjects and to analyse problems and detect flaws in revision/translation
- Demonstrated clarity of expression and rapidity of composition, breadth of vocabulary and clear sense of semantics, syntax and stylistics in Chinese
- Extent of knowledge of technical terminology relating to one or more fields or subject matters of the Organization
- Extent of knowledge and use of computer-assisted translation tools

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All candidates should possess computer/word processing skills.
- Evaluation of qualified candidates may include an assessment exercise which will be followed by a competency-based interview.
- Your application will be screened based on the information provided in your iRecruitment online profile (see "*How to Apply*"). We strongly recommend that you ensure that the information is accurate and complete including employment record, academic qualifications and language skills.
- Please note that FAO will only consider academic credentials or degrees obtained from an educational institution recognised in the IAU/UNESCO list.
- Other similar positions may be filled from this vacancy notice and the endorsed candidates will be considered for the Employment Roster for a period of 2 years.
- Candidates may be requested to provide performance assessments.

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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