



SPECIAL TRIBUNAL FOR LEBANON

المحكمة الخاصة بلبنان

TRIBUNAL SPÉCIAL POUR LE LIBAN

Vacancy Announcement

VACANCY REF:	NL-OTR-LSS-P4-224
DEADLINE FOR APPLICATIONS:	1 April 2010
ISSUANCE DATE:	2 March 2010
LOCATION:	Leidschendam, The Netherlands
DIVISION/SECTION:	Registry/Language Services Section
TITLE:	Arabic Reviser
GRADE:	P4

Depending on professional background, experience and family situation, a competitive compensation and benefits package will be offered. The successful applicant will be offered a fixed-term appointment of one year limited to the Special Tribunal for Lebanon (STL). Any subsequent extension(s) are subject to terms of the Tribunal's mandate and/or the availability of the funds. The Special Tribunal for Lebanon is an international inter-governmental organization with its own independent legal identity and not a UN organization. However, STL follows the UN common system for benefits and entitlements to its staff members. UN staff members may also serve on loan from their parent department/office, if selected.

RESPONSIBILITIES:

Under the supervision of the Chief of Section, the incumbent will be expected to perform the following duties: revise translations produced by in-house and freelance translators; counsel translators with a view to refining their skills and performance; report to the Chief of Section on the performance of translators; coordinate the work of their team by advising on deadlines and assignments, and adapting these to changing priorities; produce self-revised translations from English into Arabic and vice versa, and if possible also from French into Arabic (and vice versa); maintain a high standard of accuracy, consistency, and fidelity to the spirit, style, register and nuance of the original; observe established STL terminology and usage and strive for consistency with reference texts and for consistency in STL translations; carry out the requisite research, drawing on reference and terminology materials, background information, and consultation within the Tribunal, as appropriate; produce and maintain an Arabic style guide, identify new terminological material and validate terms submitted by other language staff; use and encourage the use of the in-house computer-assisted translation and terminology software; work to deadline and produce a set volume of output; and perform other duties as required.

COMPETENCIES:

- **Professionalism** – Pride in work and achievements; professional competence and mastery of subject matter; conscientiousness and efficiency in meeting commitments, compliance with deadlines; motivation by professional rather than personal concerns; persistence when faced with difficult problems or challenges; calm in stressful situations.
- **Planning & Organizing** – Ability to establish priorities and plan, coordinate and monitor work, and to adapt successfully to changing circumstances.
- **Teamwork** - Good interpersonal skills, willingness to share knowledge and encourage cooperation, ability to motivate a team and to work in a multi-cultural environment with sensitivity and respect for diversity.
- **Technological Awareness** – Good computer skills, familiarity with standard computer applications (Windows XP, Word, Access, Lotus Notes, Excel, etc.), ability to harness internet resources, knowledge of computer-assisted translation and terminology systems.

- **Commitment to continuous learning** – Active interest in new developments in the translation and terminology fields and commitment to developing own skills.

QUALIFICATIONS:

- **Education:** University degree in languages, translation, law or other relevant subject. Documented equivalent combination of relevant experience and formal education/training may be considered appropriately.
- **Experience:** At least 9 years of progressively responsible experience in translation and revision preferably in the context of the United Nations or an international organization. Possession of an advance university degree in a relevant field may be considered in substitution of years of experience.
- **Languages:** Arabic, English and French are the official languages of the Special Tribunal for Lebanon. For this post, a perfect command of Arabic and an excellent knowledge of English is required. A good command of the third official language is highly desirable. Applicants may be invited to sit a translation and revision test.
- **Other:** Ability to work quickly and accurately under pressure; specialisation in legal translation; familiarity with research techniques for translators and with computer-assisted translation and terminology software.

HOW TO APPLY

1. **ALL APPLICANTS** are requested to complete a Special Tribunal Personal History Form available at the Website: <http://www.stl-tsl.org>
2. **ALL APPLICATIONS** should be submitted by the deadline via email to: stl-recruitment@un.org

It is not necessary at this stage to send copies of qualifications, previous employment contracts, entire publications, etc.

Only applicants who are under serious consideration will be contacted. The Tribunal is not in a position to respond to queries regarding information on the status of vacancies or unsolicited open applications.