

**UNAKRT**

United Nations Assistance to the Khmer Rouge Trials

Vacancy number:	VA/ITU/2017/12
Office:	Interpretation and Translation Unit (ITU)
Status:	Consultant Research Assistants (in Khmer, English and/or French) ; Number of positions : multiple
Duration:	4 months, subject to availability of funding
Remuneration:	Based on individual output
Date Issued:	17 August 2017
Duty Station:	Phnom Penh - Cambodia
Applications Deadline:	
Starting date of assignment:	As soon as possible

### **VACANCY ANNOUNCEMENT**

The United Nations Assistance to the Khmer Rouge Trials (UNAKRT) supports the operation of the Extraordinary Chambers of the Courts of Cambodia (ECCC). The ECCC has been established by the Royal Government of Cambodia to try senior leaders of Democratic Kampuchea and those most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and customs and international conventions recognized by Cambodia that were committed during the period from 17 April 1975 to 6 January 1979. The position is located within the Interpretation and Translation Unit. Under the overall supervision of the Unit's Officer-in-Charge, the incumbent will perform the following duties:

#### 1. Overall Objective

The Research assistant will work under the direct supervision of the Officer-in-Charge of the Interpretation and Translation Unit. The objective of the assignment is find the references and the quotations in the footnotes of urgent legal documents translated by ITU.

#### 2. Concrete Tasks

Under the direct supervision of the Officer-in-Charge of the Interpretation and Translation Unit, the incumbent will perform the following duties:

- Find the exact references and quotations in the target language (Khmer) and insert them in the translated (target) document, within set deadlines, while ensuring accuracy, completeness and strictly safeguarding the confidentiality of all records received from the ECCC;



- Find the exact references and quotations in the target language (English) and insert them in the translated (target) document, within set deadlines, while ensuring accuracy, completeness and strictly safeguarding the confidentiality of all records received from the ECCC,

### 3. Duration and location

The services may be required for 4 months or more, depending on the translation needs and availability of funding.

### 4. Reporting lines and administrative support

The Translator will report directly to the Officer-in-Charge of the Interpretation and Translation Unit.

### 5. Qualifications and experience

- A university degree or the equivalent is required, preferably in the fields of translation, law or linguistics;
- A minimum of three years of experience in translation or transcription is necessary; experience working in an international tribunal is an asset;
- Excellent knowledge of written and oral Khmer and English or Khmer and French is essential;
- Experience in working in a computer environment (word processing, Internet) and a good knowledge of Microsoft Word are essential; knowledge of ZyLAB or other similar archiving software will be considered an asset.

### 6. Assessment

Shortlisted applicants who are not on the Interpretation and Translation Unit's roster will be requested to take a practical test as part of the evaluation process.

### 7. Remuneration/Fees

Consultancy fees will be based on individual output at the following rates, subject to confirmation of quality: 0.06 USD per word in the source language for translations from English into Khmer.

No allowance such as DSA will be offered other than the consultancy fees for this position.

### 8. Submission of Application

Please address the fully completed and signed application form (P.11) in English, together with a cover letter and copies of relevant supporting documents, by e-mail to [unakrt-jobs@un.org](mailto:unakrt-jobs@un.org). The P.11 Form has to be downloaded from the UNARKT Website.

