



Vacancy number:	WESU/2014/15
Office:	CMS/WESU
Status:	Consultant (Witness Assistant)
Duration:	Rostering Purposes
Remuneration:	\$1,000.00
Date Issued:	01 November 2014
Duty Station:	Phnom Penh, Cambodia
Deadline for receiving applications:	30 November 2014

ROSTERING FOR WITNESS ASSISTANT (NATIONAL)

The United Nations Assistance to the Khmer Rouge Trials (UNAKRT) provides technical assistance to the Extraordinary Chambers in the Courts of Cambodia (ECCC) which is a domestic court established in accordance with Cambodian law. The ECCC has jurisdiction to bring to trial senior leaders of Democratic Kampuchea and those who were most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and custom that were committed during the period from 17 April 1975 to 6 January 1979. A feature of the proceedings is inclusion of Civil Parties allowing Victims to participate by supporting the prosecution and to seek specific forms of reparation.

The United Nations Assistance to the Khmer Rouge Trials is seeking to establish a roster of qualified English-Khmer translators for the translation of legal documents in the on-going proceedings before the Extraordinary Chambers in the Courts of Cambodia (ECCC).

Duties and Responsibilities

Under the general supervision of the Coordinator of the Interpretation and Court Management Section (CMS), the Witness and Expert Support Unit (WESU) is mandated to provide services to support the appearance of witnesses before the Judicial bodies of the ECCC. To provide witnesses called for interview or testimony before the ECCC with sensitive and appropriate care and support services; Participate in, and contribute to, the continuous development of WESU's Witness Assistant Program to maximize the effectiveness and efficiency of the program; To contribute to, and participate in, the development of WESU policies, programs and procedures.

Competencies

Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability. Development and Operational Effectiveness: The incumbent must be trustworthy, reliable and show initiative, and be able to work independently and facilitate communication with other offices of the ECCC/UNAKRT; Strong ability to coordinate; and to maintain a good relationship with all involved witnesses and stakeholders; Good communication and listening skills; Strong coordination and organizational skills; Ability to effectively handle unforeseen problems regarding the health and well-being of witnesses; Willing to provide 24-hour assistance to witnesses and to travel to provincial regions as required. Aptitude and willingness to share information about witness rights and entitlements to either witnesses or family members of witnesses. Leadership and Self-Management: Able to show flexibility and high motivation regardless of the working hours.

Qualifications

Education: Completion of secondary education, certificate in the field of social sciences, social work, psychology, law or related field would be desirable, but it is not a requirement.

Experience: 3 years of working experience in a relevant field. Experience working with witnesses and/or vulnerable populations an advantage. Basic knowledge of computer skills, MS Office, Spreadsheet and Word is highly desirable

Language:

A perfect command of Khmer, which must be the candidate's main language, is required. Must also have an excellent knowledge of English.

Submission of Application:

Submission of Application: Please address the fully completed and signed application form (P.11) in English, together with copies of relevant supporting documents by e-mail to: unakrt-jobs@un.org.

Applications received after the deadline will not be accepted.

The P.11 Form may be [downloaded from the UNAKRT Website](#). Successful candidates will be placed on the roster for one year. Preference will be given to equally qualified female candidates. Due to the large volume of applications, we regret not being able to reply to everyone and will only contact the most suitable candidates.

This position is open for Cambodian national only.