



07 June 2019

VACANCY ANNOUNCEMENT No: 19/HCR/KGL/VN/033

Position Title: Interpreters Roster
Category and Level: Individual contractor
Type of appointment: Validity: 2 years
Closing Date: 21 June 2019

Duties and Responsibilities

UNHCR Branch Office Rwanda requires the services of Interpreters who speak, read and write the languages mentioned below fluently: Knowledge of other languages will be an added advantage. Under supervision,

a) Interpretation

Provide interpretation in the following languages:

- Amharic, Oromo, English
- Somali, English
- **Maay Maay**, (Somali), English
- Tigrigna, Amharic, English
- Arabic, English
- Anyuak, English
- Dinka, English
- Luganda, English
- Nuer, English
- Talodi–Heiban, english
- Fur, English
- Zaghawa, English,

b) Translation

- **Translate documentation and correspondence.**

Essential minimum qualifications and professional experience required

- Completion of Secondary Education.
- Previous experience in Interpretation services with humanitarian agencies.
- Work Experience: Minimum of 3 years previous relevant job experience.
- Computer skills (MS Office, including Excel, Word, PowerPoint, Access).
- Ability to speak, read and write in any of the languages specified above.

Desirable Qualifications & Competencies.

- Good communication and computer skills
- Excellent translation and interpretation skills

Submission of Applications

If you wish to be considered for this vacancy, please submit your application on <http://rwanda.unhcr.io> by **21 June 2019**.

Shortlisted candidates may be required to sit for a test. Only shortlisted candidates will be notified. No late applications will be accepted.

UNHCR is committed to diversity and welcomes applications from qualified candidates regardless of disability, gender identity, marital or civil partnership status, race, colour or ethnic and national origins, religion or belief, or sexual orientation.

UNHCR does not charge a fee at any stage of the recruitment process (application, interview meeting, processing, training or any other fees). Should you be asked for a fee or a benefit at any stage of this process, please report your concern to UNHCR's Investigation Service (inspector@unhcr.org).