



Jamhuuriyadda Federaalka Soomaaliya
Guddiga Dib u Eegista iyo Hirgelinta Dastuurka (GDHD)
Muqdisho (Soomaaliya)

R.F

Date: 08.10.2015

VACANCY ANNOUNCEMENT

3 Translators of Somali-English and English-Somali

INTRODUCTION

The Independent Constitutional Review and Implementation Commission (ICRIC) and the Oversight Committee of the Federal Parliament invite applicants who are citizens of Somalia for the **Translators of Somali-English and English-Somali**

PURPOSE OF THE ASSIGNMENT

The Oversight Committee and the Commission needs the services of translators to translate legislative texts from English into Somalia and vice versa. The texts are typically of the Chapters in the Provisional Constitutional. The Committee and Commission currently aims to build a roster of translators in Mogadishu from which it can draw to fulfill a variety of short-term, freelance assignments during 6 months period. Assignments will largely be carried out remotely; work will be submitted through the internet.

POST

Consultancy Title: **Translator**
Supervisor: **Steering Committee**
Duty Station: **Mogadishu, Somalia**
Opening date: **10th October 2015**
Closing date: **16th October 2015**
Number of positions: **03 positions**

Duties and Responsibilities

Selected translators will need to work under pressure and tight deadline;

Preserving the meaning of the original language and ensuring that the target language is lively, free of jargon, and clear to an intelligent reader who may not be an expert in the subject;



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Monitoring and Progress controls:

Under the direct supervision of the requesting line Manager, the consultant will submit progress reports depending on the duration and agreement on that particular assignment.

Final product/Deliverables:

Deliver translated text in MS Word, PowerPoint or Excel files, as required;

Translated text, including text contained in figures, boxes, tables, photo captions, sources and covers.

Review/approval time:

Each assignment will be reviewed upon completion before undertaking a fresh assignment.

COMPETENCIES

Core:

- Good communication skills.

Analytical skills:

- Ability to use all sources of reference; attention to detail.

Teamwork:

- Demonstrated willingness to work as part of a team in a multicultural environment.

Functional Competencies:

- Good translation and editing skills from Somali into English and from English into Somalia with capacity to detect and understand nuances in the original text;
- knowledge of agreed terms for international and government organizations; humanitarian and development concepts;
- Familiarity with legal and constitutional terms



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- Candidates should be able to demonstrate a strong ability to translate specialized texts under deadline pressure and ensure quality and accuracy of the entire document before submitting;
- Good grasp of the subject matter.

Effective execution:

- Ability to work under pressure and meet strict deadlines

REQUIRED SKILLS AND EXPERIENCE

Education:

Must have a university degree in foreign languages, public policy, economics or another related field.

Experience:

At least three years of successful experience translating texts in rule of law and public sector.

Language:

Fluent in English and Somali.

IT Skills:

Candidate should also be familiar with Microsoft Office applications (Microsoft Word, Excel and Power Point in particular).

GENDER MAINSTREAMING

The ICRIC is an equal opportunity employer and qualified women are strongly encouraged to apply.

TIMING AND DURATION

The consultancy is scheduled to take place over 4 to 5 months during the period October 2015 to March 2016.



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OTHER INFORMATION

Consultants will need their own laptop.

HOW TO APPLY

Interested candidates should submit their CV along with their application letter and passport size photograph as follows:

- Indicate your location within Somalia;
- Indicate the direction of translation services from English to Somali and from Somali to English;
- Three examples of recent, relevant translation work. Each should be no longer than 20 pages;
- A list of three references from key clients served during last year;
- A list of areas of proven translation experience (example: gender, democratic governance, poverty reduction, rule of law etc.);
- The fee for translation per number of words (1-1000words; 1000—5000words; over 5000 words), specifying the target and source language. The fee must be expressed in US dollars. (For example: X dollars for translation of 1-1000words from English to Somali, and Y dollars for translation of 1-1000words from Somali to English. The fee must be submitted in this format; otherwise the application will be discarded);

Candidates should submit the above-mentioned tender materials by close of business 2 October 2015 via e-mail to: careerswithicric@gmail.com. Only short-listed candidates will be contacted for an interview.

TENDER GUIDELINES

The selection of successful candidates will be based on a combination of ability, experience and fees. There may be additional verifications/tests performed for the selection.