



UNITED NATIONS ASSISTANCE MISSION IN SOMALIA  
(UNSOM)

UNITED NATIONS CORE VALUES: INTEGRITY, PROFESSIONALISM, RESPECT FOR DIVERSITY  
THIS POSITION IS OPEN TO SOMALI NATIONALS ONLY AND DOES NOT HAVE INTERNATIONAL BENEFITS

**FEMALE CANDIDATES ARE PARTICULARLY ENCOURAGED TO APPLY**

**READVERTISEMENT**

DEADLINE FOR APPLICATIONS: 18 JULY 2019  
DATE OF ISSUANCE: 19 JUNE 2019  
FUNCTIONAL TITLE: FIELD LANGUAGE ASSISTANT  
LEVEL: GL-5  
SECTIONS UNIT: REGIONAL AND LIAISON OFFICE  
LOCATION: DHUSAMAREB  
DURATION OF CONTRACT: ONE (1) YEAR FIXED TERM  
VACANCY ANNOUNCEMENT NUMBER: UNSOM/PAMG/021/2019

**Special Notice**

This position is funded for an initial period of one year, extension of appointment will be subject to budgetary approval. Appointment against this post is on a local basis. The candidate is responsible for any travel expenses incurred in order to take-up the appointment. All applicants are strongly encouraged to apply on-line as soon as possible and well before the deadline stated in the job opening.

Interested applicants who are working with UN Contractors must fulfil the obligations of their contracts with the UN Contractors in order to be eligible to apply for this vacancy.

**Organizational Setting and Reporting Relationships:**

This position is located within the United Nations Assistance Mission in Somalia (UNSOM) Dhusamareb. The incumbent will report to Senior Political Affairs Officer/ Political Affairs Officer.

**Responsibilities:**

Within delegated authority, the Field Language Assistant will be responsible for the following duties:

- Provides accurate and high quality consecutive and simultaneous interpretation from Somalia to English and vice versa. This may include interpretation during high-level meeting, media events and conferences.
- Provides clear and concise verbal communication/ interpretation, interfacing between mission officials and local population in support of operations and wider mission activities.
- Translates high level documents and communications from Somali to English and vice versa covering a broad range of subjects dealt with by the United Nations.
- Liaises with counterparts in other sections relating to scheduling and administrative arrangements.
- Keep abreast of news in the Media and briefs supervisors and colleagues of relevant contents.
- Drafts correspondence for the supervisor.
- Assists officers with the preparation of drafts, briefing notes and background information.
- Files, retrieves office documents.
- Performs other duties as required.

## Competencies:

- **Professionalism:** Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; remains calm in stressful situations; Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.
- **Communication:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping supervisor as well as the team informed.
- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

## Qualifications:

**Education:** High school diploma is required.

**Experience:** A minimum of five (05) years of work experience in providing translation/ interpretation services.

**Language:** For this post, fluency in English and Somali is required. Knowledge of other United Nations language is desirable.

**Other Skills:** Excellent driving skills are desirable for this post. The incumbent should have a valid driving license issued by the competent authority. The incumbent should also be able to work after normal working hours and on weekends, when requested.

**Assessment Method:** Evaluation of qualified candidates may include an assessment exercise which may be followed by competency-based interview.

## Additional Information:

Candidates who are not selected, but whose performance in the interview process nevertheless demonstrated them to be suitable for a similar function may be kept on a roster for up to 12 months. Candidates placed on the roster may be considered for selection against future vacancies for the same function and level.

## How to Apply:

Qualified candidates may submit their applications including their United Nations Personal History form (P.11) to the address mentioned below on or before the deadline. The P.11 is on the <https://unsos.unmissions.org/jobs>. Applications submitted after the deadline **18 July 2019** will not be accepted. CVs will not be accepted.

**Email: [recruitment-unsoa@un.org](mailto:recruitment-unsoa@un.org)**

Please quote, Vacancy Announcement Number and Functional Title in the subject of the e-mail  
Kindly attach a copy of P11, Degree Certificate, Passport and or National Identification Card. These are required as part of your application for consideration of eligibility. Please note CID and NISA Certificates are required at a later stage of the recruitment process.

The United Nations shall place no restrictions on the eligibility of men and women to participate in any capacity and under conditions of equality in its principal and subsidiary organs.

**THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING).**