

Senior Arabic Translator/Reviser- Syria (based in Damascus)

Role description

The Syria delegation of the ICRC is seeking a senior expatriate Arabic translator/reviser to manage its translation service effectively and ensure that the documents entrusted to the service are translated in accordance with the standards of the profession and of the ICRC.

Main responsibilities

- Be the focal point for all written translations (English to Arabic and vice versa) at the delegation, in particular reports and general communications to be submitted to the authorities, as well as publications, presentations, training materials, etc.
- Be able to use the appropriate register and style depending on the intended audience of the translated document and taking into consideration local sensibilities and specificities.
- Translate confidential documents and reports produced by the Protection department (in particular for detention-related activities) into Arabic
- Assist the management of the delegation and the Protection coordination team with interpretation during meetings when sensitive / confidential issues are being discussed
- Assist detention teams during visits conducted in various areas of responsibility in Syria as requested

Desired profile and skills

- Strongly motivated by humanitarian work
- Able to work under pressure in a potentially dangerous environment
- University degree and/or post-graduate qualification in translation
- Native Arabic speaker with excellent written English & Arabic
- Minimum of 5 years professional experience in translation, revision and editing
- Ensure terminological and stylistic consistency of texts
- Be able to effectively adapt technical texts for a wide audience
- Be comfortable working both independently and as part of a team
- Have previous experience of managing a team

Our operational and field constraints

- In line with the principle of neutrality, the ICRC does not assign personnel to a country of which they are nationals
- Candidates must be in good health and will have to do a medical check-up prior to departure in the field
- Candidates must possess a driving licence (for manual transmission vehicles)
- Candidates must be prepared to accept unaccompanied postings (i.e. no spouse, partner, children or dependents) for the first two missions (minimum 12 months each) or total of 24 months

What we offer

- Rewarding work in a humanitarian and multicultural environment
- A two-week orientation course and other opportunities for further in-house training
- Generous social benefits
- Length of assignment: 12 months
- The opportunity to join an ICRC talent pool and be considered for future assignments elsewhere