

Translator/Editor Internet

Post Number: IJC MDDTIG 0040

Application Closing Date: 29 February 2012

International Security Assistance Force (ISAF)

Location: Kabul, Afghanistan

Post – Local Civilian Hire (LCH) Grade - 6

** Only Afghan local nationals are eligible to apply for this post **

Post Description:

The International Security Assistance Force (ISAF) Combined Joint Psychological Operations Task Force (CJPOTF) is the sole asset of Commander ISAF (COMISAF) to directly communicate to the local population via organic mass media. It forms the centrepiece of the ISAF information effort towards the population within the ISAF Area of Operation (AOO). The CJPOTF's task is to influence and to inform specific target audiences approved by the NATO Allied Command (NAC) and explains COMISAF's mission and activities to a broad public. Thereby, it creates a supportive atmosphere for the conduct of military operations under the ISAF mandate. The CJPOTF is directly subordinated to COMISAF.

Principle Duties:

Translating CJPOTF written articles, billboards, posters, flyers etc., from English to Dari/Pashto. Preparing the translated articles to be put on the CJPOTF Internet website.

Additional Duties:

Performs other related duties as directed.

Essential Qualifications:

Professional/Experience:

Basic experience in translation.

Education/Training:

University-level degree in the relevant language(s) or in another subject if education accomplished in the mandatory languages, or higher secondary education with further training in those languages, or equivalent professional experience.

Ability to interpret and translate at the required level of quality.

Language:

English: Good to Very Good.

Dari: Native

Pashto: Good

Note: Both oral and written work in this post and in the ISAF HQ is conducted in English.

Standard Automated Data Processing (ADP) Applications: Word, Spreadsheet, Graphic presentation, Database at a working knowledge.

Desirable Qualifications:

Professional/Experience:

Ability to use office automation systems and especially tools for translators.

NON SENSITIVE INFORMATION RELEASABLE TO THE PUBLIC

Knowledge of NATO and ISAF organization and terminology.
Broad and up-to-date knowledge of political, cultural, scientific and technical matters, especially as related to Afghanistan..

Education/Training:

N/A

Personal Attributes:

N/A

Managerial Responsibilities:

N/A

Professional Contacts:

N/A

Contribution to Objectives:

N/A

Work Environment:

N/A

Applications should be sent to vacancies@hq.isaf.nato.int

Additional Remarks:

Only applications from candidates meeting essential requirements will be taken into consideration. The successful applicant is required to be proactive in fulfilling the pre-employment conditions. This includes medical examinations and successfully passing ISAF vetting process. An initial 12 month contract will be offered and contract extensions may be possible. Because of the dynamic environment, ISAF posts are under regular review and therefore post details and responsibilities, including contract duration and contractual grade may change during the contractual period.

Monthly salary of € 576.00

Monthly meal Allowance € 100.00 (paid on pro-rata basis)

If interested, please apply in accordance with the General Information for applicants provided through the following link:

<http://www.isaf.nato.int/images/stories/File/ISAF-Jobs/general%20docs/General%20Information%20for%20Applicants.doc>