



## United Nations High Commissioner for Refugees (UNHCR)

### **Interpreter Vacancy Announcement**

#### **JOB DESCRIPTION**

Vacancy Notice No.: EVN/KEN/INT/17/001

<b>Functional Title:</b>	Interpreter
<b>Duty Station:</b>	Branch Office Nairobi
<b>Date of Entry on Duty:</b>	1 April 2018
<b>Duration:</b>	Up to 31 December 2018
<b>Closing Date:</b>	<u>7 January 2018</u>

#### **1. Operational Context**

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

#### **2. Duties and Responsibilities**

Under the supervision of the Registration Associate, the Interpreter is expected to provide interpretation in the following languages:

1. Amharic, Oromo, English
2. Somali, English
3. Mai Mai, Somali, English
3. Tigrigna, Amharic, English
4. French, Kirwanda, Kanyamulenge, Kirundi, English
5. French, Lingala, English
6. Lingala, Kibembe, French, English
7. Arabic, English

### **3. Qualifications and experience**

- Completion of Secondary Education.
- Previous experience in Interpretation services with humanitarian agencies.
- Holding a valid UNHCR Mandate Letter, Refugee ID Card or Department of Refugee Affairs Letter of Notification.
- Has been identified for resettlement through UNHCR/Private sponsorship or family reunification procedures.

#### **Application procedures:**

Interested candidates are requested to submit a letter of application for the position, and attach their curriculum vitae that includes the applicant's telephone number and the telephone numbers and email addresses of at least two referees who have supervised the applicant's professional work.

Candidates should also complete a Personal History form (P.11) available on the following link - <http://www.unhcr.org/ke/vacancies> and attach it to their application for the position.

Applications should be sent to postal address, P.O. Box 43801, 00100 or hand delivered to UNHCR Branch Office for Kenya, Lynwood House, Waiyaki Way (opposite Lions Place). Please quote Reference: **EVN/KEN/INT/17/001**.

Candidates should also submit copies of academic Certificates from the relevant institutions.

Only applications received by close of business on 7 January 2018 will be considered.

15 December 2017

***Refugees, Stateless persons – who cares? We Do.***