

<b>Title</b>	Pashto Translator
<b>Organization</b>	Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC)
<b>Duty Station</b>	Kabul
<b>Duration</b>	1 year + Possible Extension
<b>Number of Jobs</b>	1
<b>Nationality</b>	Afghan
<b>Sex</b>	Male or Female
<b>Salary Range</b>	According NTA salary scale
<b>Announcing Date</b>	21 Apr 2018
<b>Closing Date</b>	14 May 2018
<b>Shift</b>	Saturday to Wednesday, 8:00 a.m. to 4:30 p.m.
<b>Experience</b>	At least 3 years of Written Translation experience

### Background

In 2010, after the London and Kabul Conferences, the Government of the Islamic Republic Afghanistan (GIROA) invited the international community to form the Independent Joint Anti-Corruption Monitoring and Evaluation Committee (MEC), to provide anti-corruption policy advice, and monitor and evaluate progress against specific anti-corruption benchmarks. The MEC was established jointly by the GIROA and the international community by Presidential Decree 61, 2010. In September 2016, Presidential Decree No. 115 changed the legal status, duties, scope of activities and authorities of MEC.

The MEC is independent and is not subject to direction from either the Afghan government or the international community. The MEC focuses on:

- 1- Monitoring and evaluating the anti-corruption efforts in the Afghan government organizations and international entities in Afghanistan.
- 2- Issuing recommendations to the government and international organizations for bringing reforms, and ensuring transparency and accountability.
- 3- Monitoring and evaluating the effectiveness, transparency and accountability of the international community aid.
- 4- Monitoring the status of implementation of issued recommendations.
- 5- Providing Quarterly reports on the status of implementation of the Committee's recommendations and overall situation of corruption in the country and submitting it to the President, Parliament, International Community and the Public through a press conference.

### Job Summary

Translation of documents from English to Pashto including proofreading and quality check. The translator must have a strong command of Pashto language **at the level of professional writers** since Pashto would be the **Target Language**; and he/she must be able to understand and comprehend highly technical texts in English as the **Source Language**.

### Duties and Responsibilities

- The translator is mainly responsible for translating documents from English to Pashto. The documents are confidential and important, often containing legal terminology.
- The translator will be required to deliver high-quality translation, regularly under tight deadlines. The majority of letters and documents received must be translated in a timely manner for Committee or team members, and may require some overtime work.
- The translator may be required to edit, proofread and/or redraft reports done by other team members or translation companies outside MEC.
- Contribute to language improvement of MEC's websites
- The translator will perform any other relevant tasks assigned by the supervisor.

## **Qualifications**

### **Education:**

A degree in linguistic studies, literature or other relevant fields.

### **Experience:**

At least 3 years of written translation experience required; experience in simultaneous interpretation preferred.

### **Language:**

Ability to translate from English to Pashto is required. Pashto Native Speaker is preferred.

### **Other Conditions:**

Please make sure to include one or two samples of your previous work with your application. This will be used only for shortlisting purposes. The shortlisted candidates will be examined further through a written translation test from English to Pashto.

### **How to Apply:**

Candidates can apply for the position by sending their cover letter, work sample, and CV in PDF or Microsoft Word document, named in the following way:

"LAST\_NAME\_first\_name.pdf" or "LAST\_NAME\_first\_name.doc". Supplementary documents - degrees, certificates, etc. - should NOT be sent at this time.

The single PDF or Word file should be emailed to [jobs@mec.af](mailto:jobs@mec.af) with the subject line "Pashto Translator Application" by May 14 2018.

Qualified Afghan female candidates are highly encouraged to apply for this position.