

<b>Title</b>	Translator (Written/Simultaneous)
<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>	8 Jan 2018
<b>Closing Date</b>	22 Jan 2018
<b>Shift</b>	Saturday to Wednesday, 8:00 a.m. to 4:30 p.m.
<b>Experience</b>	At least 5 years of Written / Simultaneous Translation experience

### Background

MEC was created after the need for independent monitoring and evaluation of anti-corruption efforts was identified at a series of international conferences. MEC is wholly independent from the Government of Afghanistan and the international community. The Committee meets in Afghanistan quarterly, normally resulting in recommendations and benchmarks and issues regular reports every three months, with interim reports being issued on an ad-hoc basis. According to its terms of reference, the Committee is comprised of six senior anti-corruption experts selected through a nomination process implemented by the international community and the Afghan government. MEC is supported by a Technical Secretariat comprised of national and international staff.

### Job Summary

Translation of documents in various languages (Dari, Pashto and English). Simultaneous interpretation between Dari, Pashto and English during Committee sessions.

### Duties and Responsibilities

- The translator is mainly responsible for translating documents between Dari, Pashto and English. The documents are confidential and important administrative documents often containing legal terminology.
- The translator will be required to deliver high-quality translation, often 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.
- The translator will perform any other relevant tasks assigned by the supervisor.

### Qualifications

#### Education:

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

#### Experience:

At least 5 years of written translation experience required; experience in simultaneous interpretation preferred.

#### Language:

Ability to translate between Dari, Pashto and English is required.

### How to Apply:

Candidates can apply for the position by sending their cover letter and CV in one 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 "**Translator Application**" by Jan 22 2018.

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