



POSITION TITLE:	Senior Reviser (Russian)	GRADE LEVEL:	P-5
		DUTY STATION:	Rome
ORGANIZATIONAL UNIT:	Meeting Programming and Documentation Service, CSCM	DURATION *:	Two years
	Conference, Council and Protocol Affairs Division, CSC	POST CODE/N^o:	2002067
	Corporate Services, Human Resources and Finance Department, CS	CCOG CODE:	1006

Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged
Persons with disabilities are equally encouraged to apply
All applications will be treated with the strictest confidence

DUTIES AND RESPONSIBILITIES

Under the general supervision of the Chief, Meeting Programming and Documentation Service, the incumbent will direct and periodically plan the work of staff and external translators/revisers in the Russian Translation Group to ensure timely translations of meeting documents, publications, correspondence and other materials, having a quality consistent with the intended use of the translation. In particular, the incumbent will:

- plan and manage activities undertaken by the Russian Translation Group;
- make authoritative linguistic determinations, especially in technical and subject fields where vocabulary is only emerging and semantics must be developed;
- review and ensure appropriate quality control translations produced both in the Group and by external contract translators;
- evaluate the acceptability of texts produced by contract translators or other sources outside the Service;
- provide guidance, performance evaluation and supervision to relevant staff;
- liaise with appropriate officers in all parts of the Organization and with external linguists in respect of language;
- lead and facilitate the building up of terminological data bases, useful reference materials and sources for translation work;
- select contract translators suitable for inclusion in the Organization's roster of acceptable contract workers;
- determine the most suitable contract for and appropriate rate of payment of all external jobs taking into consideration the degree of difficulty and time frame;
- prepare, administer and evaluate tests of applicants for posts of reviser, translator/reviser and translator;
- perform other related duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- Advanced University Degree in Linguistic Studies or Translation or in an FAO technical field such as Agriculture, Economics or Law with specialization in languages
- Ten years of relevant experience in translation/revision work
- Excellent knowledge of Russian and working knowledge of English and French

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent and relevance of experience in responsible translation/revision work
- Demonstrated ability to accurately translate highly specialized technical subjects and to analyze problems and detect flaws in translation
- Demonstrated clear expression and rapid composition in Russian
- Extent of professional vocabulary coupled with a keen sense of semantics
- Extent of experience in the use of modern translation tools
- Extent of experience in planning, organizing and supervising a wide range of translation activities, including budget monitoring and management
- Proven leadership ability and supervisory skills

Please note that all candidates should possess computer/word processing skills and should be capable of working with people of different national and cultural backgrounds.

** The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments*

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: <http://icsc.un.org/>

To apply: visit the iRecruitment website at

<http://www.fao.org/employment/irecruitment-access/en/>

and complete the on-line application

In order for your application to be properly evaluated, please ensure that all sections of the on-line application are completed.

Please note that FAO staff members are international civil servants subject to the authority of the Director-General and may be assigned to any activities or office of the organization.

FAO IS A NON-SMOKING ENVIRONMENT