



Job Announcement

Norwegian People's Aid (NPA) is an Oslo-based Humanitarian organization working in the fields of Mine Action and Development. NPA's Vietnam Programme is primarily based on Mine Action and it supports a project office in Hue and a partner office and a Database Management Unit in Quang Tri. NPA Vietnam is seeking qualified, enthusiastic, experienced Vietnamese national applicants for the position of **an interpreter/translator for a 04 month contract** starting from 1 June 2013 for its Hue office (based in Hue City).

Main Function

- The NPA Interpreter shall under the guidance of the NPA Operations Manager and Technical Advisor (TA), be responsible for all translation and interpretation on technical and non-technical issues for the programme.
- The NPA interpreter shall follow the policy and strategy framework of NPA and local authorities.

Specific Responsibilities

Translation/Interpretation:

- Translate from English to Vietnamese and Vietnamese to English, oral or written documents as required.
- Interpret all statements accurately and clearly, in a firm and confident manner and never attempt to include his own view or ideas into the translation.
- Translation of technical documents, accurate and on time.
- Should accompany the NPA Operations Manager/ Technical Advisor during all operational visits, unless otherwise directed.
- Any other task or duty as assigned by the NPA Operations Manager / Technical Advisor.

Driving:

- Safely drive field vehicles when directed by Technical Advisor

Requirement:

- BA in English or proven previous experience in interpreting for a foreign organisation
- 3 year experience working in the relevant field
- Must have driving license for 5 years

Interested candidates are requested to submit a CV and a cover letter to NPA via e-mail address to nhand@npaid.org .The closing date for applications is **26 May 2013 at 5 pm** with a start date as soon as possible. Only short-listed candidates will be notified.