

ADVERTISEMENT: POSITION OF TRANSLATOR/ INTERPRETER IN THE EMBASSY OF PAKISTAN, PARIS

Embassy of Pakistan in Paris is seeking the services of a qualified professional, to occupy a full-time position of **Translator/Interpreter** at the Embassy of Pakistan, Paris.

Duties will include:

- Translation of correspondence and official documents from French – English and English- French
- Interpretation at official meetings and Embassy events

Requirements:

- Applicants must be in possession of a relevant four year certificate or degree qualification from an Interpretation/ Translation Institution
- Minimum 3 years experience as an interpreter/translator
- Minimum 2 years in an international environment, international organization or Embassy
- Previous experience in a media, public relations or research related position would be an added advantage
- A police clearance certificate should accompany the application

Competencies:

- Proficiency in both English and French
- Good communication skills
- Computer proficiency (Ms Word, Excel, Database, Internet use)
- Good interpersonal skills and an ability to work well within a team environment
- Ability to accurately meet deadlines
- Flexibility to work after hours and during weekends

CLOSING DATE: 13 January 2025

CVs may be forwarded to the following email address: administration@pakembparis.com

or by post at Head of Chancery, Embassy of Pakistan, 18 rue Lord Byron, 75008 Paris

--- All appointments will be subject to a process of reference checking, qualification verification and security clearance.

--- Applications received after the closing date will not be considered.

--- Only short listed candidates will be contacted. All candidates would be required to undergo a written test, followed by an interview.

For further information, please contact: 0145626469