



International Organization for Migration (IOM)
The UN Migration Agency

POST DESCRIPTION

I. POSITION INFORMATION	
Name of Incumbent	
Position title	Interpreter
Position grade	UG
Duty station	Lilongwe, Malawi
Position number	
Job family	
Organizational unit	
Is this a Regional, HQ, MAC, PAC, Liaison Office or Country Office based position?	Country Office
Position rated on	TBC
Reports directly to	
Number of Direct Reports	none
II. ORGANIZATIONAL CONTEXT AND SCOPE	
Under the general supervision of the National Migration Health Physician, MHAC Lilongwe and the administrative supervision of the Migration Health Nurse, the incumbent will provide basic verbal translation services at the IOM Migration Health Division premises in Lilongwe Malawi	
III. RESPONSIBILITIES AND ACCOUNTABILITIES	
<p>1. Translate correctly and accurately from English into one (or more, as an advantage), and vice versa, of the following languages of importance (Swahili/French/Kinya-rwanda/Kirundi Amharic/Tigringa/Oromo etc.) during information sessions, pre/post-test counselling, medical history obtaining, laboratory tests and procedures, and physical examination, as conducted by IOM medical staff, with the following considerations:</p> <ul style="list-style-type: none">• Translator must translate to and from: the Physician to the applicant and applicant to the Physician, capturing the accurate meaning of information provided and needed to be passed on.• While the translator is not required to know scientific terminology, s/he must be capable of clearly expressing the statements and messages of medical nature, including but not limited to: sexual intercourse, behaviour and parts; sexually transmitted diseases; use / abuse of substances, mental disorders, cardiovascular diseases signs and symptoms, neurological diseases signs and symptoms, etc.• Translator must hold with utmost respect/confidentiality any information shared during physical examination. Failure to do so represents major breach of the code of conduct and standards IOM	

<p>adheres to.</p> <p>2. Able to assist with directing patient flow or minor messenger's tasks, if and when requested by the direct supervisor or one of the Doctors, the Data Processing assistants, Files Manager, Chief Nurse, Laboratory Technicians or Receptionists in the IOM clinics.</p> <p>3. Perform any other related duties as assigned by the direct supervisor</p>	
IV. REQUIRED QUALIFICATIONS AND EXPERIENCE	
EDUCATION	
<ul style="list-style-type: none"> Malawi School Certificate of Education or more Fluency in English, Swahili AND at least one of the following languages: French, Kinya-rwanda, Kirundi, Somali, Amharic, Tigrinya; Dinka, Nuer, Arabic 	
EXPERIENCE	
<ul style="list-style-type: none"> Previous relevant experience in translation is an asset. 	
SKILLS	
<ul style="list-style-type: none"> Computer Literate 	
V. LANGUAGES	
Required <i>(specify the required knowledge)</i>	Desirable
<i>Fluency in English and Swahili</i>	French, Kinya-rwanda, Kirundi, Amharic
VI. COMPETENCIES¹	

Email: lilongwevacancy@iom.int.

Closing date for submission is on 17th October 2023

Only Shortlisted Candidates will be contacted.

¹ Competencies and respective levels should be drawn from the Competency Framework of the Organization.