



TRANSLATION UNIT INTERNSHIP PROGRAMME

Purpose of the Translation Unit Internship Programme

The South Centre regularly offers the opportunity for students to assist the Translation Unit in translating from English into French/Spanish technical publications of the South Centre.

The Translation Unit Internship Programme is intended for students **in the final years of their studies in translation (French or Spanish)**.

Internships also allow interns to gain a better understanding of work in a translation unit in an international organization and familiarize the interns with the technical concepts and terminology of the South Centre work areas.

Duration and time commitment

All internships are of a minimum duration of three months and are part-time internships.

In French Translator Internships, interns work 20 hours per week. They work onsite preferably (flexible working hours may be arranged) and, in some circumstances, they are given the possibility to work from home.

In Spanish Translator Internships, interns work offsite (flexible working hours may be arranged) and are requested to translate an average of 2500 words per week. Regular feedback meetings in the South Centre premises are organized.

Eligibility criteria and expected skills

Applicants must:

1. Have a perfect command of French or Spanish (as appropriate) which must be the applicant's main language, and have solid writing and analytical skills.
2. Have an excellent knowledge of English.
3. Have good computing skills.
4. Be able to carry out terminological and reference research.
5. Be able to work independently and as part of a team.
6. Be able to work in a multicultural environment.
7. Have an interest in development issues.

Applicants for an internship should ideally be nationals of a developing country (defined as members of the Group of 77 and China).

Selection Process

The selection process takes place usually in September and/or February every year. A vacancy notice is published on the South Centre website and distributed to Universities.

Eligible candidates interested may submit a curriculum vitae **and** a cover letter by e-mail. Short-listed candidates are asked to undertake a translation test and eventually invited for an interview.