

## **Call for Expressions of Interest and Proposal**

**VN#29 - Job Title: Interpreter for MTR teams**

### **1. Background:**

The malaria mid-term programme review (MTR) is being proposed to assess progress, identify key challenges, recommend feasible solutions, and strengthen the foundation for effective and sustainable malaria elimination in Viet Nam by 2030.

WHO Viet Nam is recruiting interpreters/ translators for the three thematic areas during their field visit during the review. The interpretation/ translation process will help the international consultants to better understand the progress and challenges in the field operation of malaria interventions.

The interpreters/translators are required to submit report of completion and request for payment after the following tasks:

- Each interpreter/translator will be assigned to each thematic team. The thematic and respective field site will be defined later.
- Support the respective team lead during the meetings in Hanoi and field visit for the assessment of the current situation of field malaria operations
- Translate the documents (PowerPoint, IEC, strategy documents, etc.) for international consultants for preparation of the discussions
- Do interpretation/translation from Vietnamese to English and vice versa during meetings and discussions

### **2. Planned timeline:**

From 20 October to 1 November 2022

### **3. Specific requirements**

#### ***Educational Qualifications***

Essential: University degree (Bachelor's or equivalent) in English language, public health, international relations, or related discipline from a recognized university.

Desirable: Training on interpretation/ translation

#### ***Experience***

Essential: Minimum 2 years of experience in interpretation/ translation services

Desirable: Experience on interpretation/ translation services for health programmes related activities

### **4. Skills / Technical skills and knowledge:**

#### ***Skills/Knowledge***

Knowledge on partnership, public health responses, analytical and presentation skill, and computer literacy

#### ***Languages and level required***

Excellent knowledge of English and Vietnamese

### **5. Place of assignment**

Off-site and on-site: Hanoi and other selected provinces

**6. Medical clearance**

Selected interpreters/ translators will be expected to provide medical certificate of fitness for work.

**7. Travel**

Selected interpreters/ translators will travel to regional institutes and relevant field activities

**8. Budget**

VND 5,000,000 x 12 days = VND 60,000,000 (travel costs excluded)

Please take note of the following when submitting application:

- The contractor will be responsible for paying taxes, if any.

Those who are interested can contact our focal person before/by **10 August 2022**

Administrative Officer  
World Health Organization  
wpvnmapplicants@who.int

***Subject: Application for VN#29 (Interpreter for MTR teams)***