



ESA/VN-HO(2015)014, COR. 1  
Paris, 1 July 2015  
(English only)

## **EUROPEAN SPACE AGENCY**

### **Vacancy in the Director General's Cabinet**

The European Space Agency is an equal opportunity employer  
and encourages applications from women

- POST** Translator in the French Translation Section, Translation Division,  
Director General's Cabinet.
- This post is classified in the L2-L4 grade band of the Coordinated Organisations' salary scale.
- LOCATION** ESA Headquarters, Paris (France).
- DUTIES** Reporting to the Head of the French Translation Section, the postholder will:
- translate into French, mainly from English, a wide variety of texts relating to the Agency's work, with some emphasis on scientific and technical subjects but also including legal, financial and administrative matters;
  - provide assistance and advice to other Agency departments on the appropriate use of French;
  - contribute to the terminology research of the Translation Division as a whole, by consulting the staff of other departments in order to solve problems of specialised terminology and cooperating with the Division's Terminologist/Language Technologist in preparing termbase input.

## **QUALIFICATIONS**

Applicants for this post should have a Master's degree or equivalent qualification and some knowledge of scientific and/or technical subjects (such as space science and technology, engineering, electronics or physics). Some familiarity with financial, legal and administrative fields would be an advantage.

Candidates must have French as their mother tongue and a thorough knowledge and extensive practical experience of English. A good knowledge of at least one other language is required. A knowledge of Chinese would be an asset.

They must demonstrate the ability to produce translations of high idiomatic quality from source texts of sometimes considerable complexity, and to do so accurately and quickly under pressure. A keen team spirit and the ability to work in harmony with persons of different nationalities are essential.

Experience in professional translation, preferably in an international environment or in an industrial, scientific, or legal field relevant to the Agency's work, is required.

## **CLOSING DATE**

The closing date for applications is **4 September 2015**.

Applications from external candidates for this post should preferably be made [online](#) from the ESA website ([www.esa.int/careers](http://www.esa.int/careers)). Those unable to apply online should submit their CV to Human Resources, ESA, 8-10 rue Mario-Nikis, 75738 Paris, Cedex 15 (France).

ESA staff members wishing to apply should fill in the [Internal Application Form](#) and email it to [Apply2HQ](#).

The Agency may require applicants to undergo selection tests. Candidates should also supply a covering letter written in French.

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**Please note that applications are only considered from nationals of one of the following States: Austria, Belgium, the Czech Republic, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Norway, Poland, Portugal, Romania, Spain, Sweden, Switzerland, the United Kingdom and Canada.**

**Priority will first be given to internal candidates and secondly to external candidates from under-represented Member States.**

**In accordance with the European Space Agency's security procedures and as part of the selection process, successful candidates will be required to undergo basic screening before appointment.**