



## **TRANSLATOR TRAINEESHIP in the EUROPEAN CENTRAL BANK (Ref: ECB/TR/014/11)**

The Directorate General Secretariat and Language Services of the European Central Bank (ECB) is seeking applications from recent graduates or students who are close to completing their studies to participate in a traineeship in its **Language Services Division** for a period of three months.

### **Objective**

While at the ECB the trainee will be expected to contribute to the translation and revision of texts from English into Czech, and proof-read texts in Czech destined for publication. Successful applicants will also be expected to identify, extract and compile terminology – in particular in the financial and economic fields – and to align relevant previously translated texts.

- The traineeship is aimed at students with perfect command of Czech, excellent English and a good knowledge of at least one other official EU language.
- Applicants should hold a Master's degree (or equivalent level qualification) in modern languages or translation), or be students currently embarking upon their final year on such a course, or be graduates who are pursuing (or have recently completed) postgraduate studies in translation.
- An interest in financial and economic affairs would be an asset.
- Strong interpersonal skills, ability to work as part of a team in a multicultural environment, PC skills.

Starting date: to be agreed – summer-autumn 2011.

For full information on this vacancy please refer to the ECB's web site at [www.ecb.europa.eu](http://www.ecb.europa.eu). "Job opportunities" then the "Apply for vacancies". Further information on traineeship opportunities can be found under the section "Traineeships".

Closing date for applications: 14 March 2011

Applications should be submitted online in English. All sections should be completed.

Candidates should also submit a complete record of undergraduate and postgraduate studies (with a list of courses and grades), and letters of recommendation from their supervisors or faculty members. The above documents should be uploaded as a single .doc or .pdf file.

Before applying please check that you meet the conditions of admission as presented in article 3 of the rules governing the traineeship programme: [http://www.ecb.europa.eu/ecb/jobs/pdf/coe\\_traineeship.pdf](http://www.ecb.europa.eu/ecb/jobs/pdf/coe_traineeship.pdf)