**Support to establishment of carcass classification system in line with EU Common Agricultural Policy**

**Job Announcement for Language Assistant for European Union -Twinning Project**

A Language Assistant is sought for an EU Twinning Project entitled “Support to establishment of carcass classification system in line with EU Common Agricultural Policy” for 18 months in Belgrade.

**Place of Employment**
Ministry of Agriculture, Forestry and Water Management of the Republic of Serbia.

Nemanjina street 22-26, floor 8 and 9, Belgrade.

**Tasks**

1. Support the Resident Twinning Adviser’s Assistant in her daily tasks
2. Interpretation skills/interpreting from English to Serbian and vice versa, at meetings and other oral conversations.
3. Translation of documents, regulations, training materials, information materials and other written materials from Spanish to English and English to Serbian and vice versa.
4. Drafting of written materials with relation to the project in Serbian and English.

**Necessary Qualifications**

1. University degree, agricultural background would be a plus
2. Professional fluency in oral and written in English and Spanish; Latvian would be a plus
3. Experience in European twinning projects
4. Organized and rigorous
5. Autonomous
6. Very good computer skills (MS Office, Word, Excel, Internet)
7. Very good communication skills
8. Good capability to manage multi-cultural environment
9. He/She shall be able to act with secrecy and discretion and have good presentation

**Remuneration**
The payment will be done according to the Twinning Contract. The service provider contract will be signed for 18 months and he/she will be contracted by the Member State.

**How to Apply**
Please send your application, CV Europass + Cover Letter via e-mail to:

twinning.sr18@gmail.com

**Deadline**: 12 June 2022

Short-listed candidates will be invited for an interview.

More on twinning projects: <http://ec.europa.eu/enlargement/tenders/twinning/index_en.htm>

**MPORTANT NOTICE:**
The language assistant shall not have been in any contractual relation with the Beneficiary administration during at least the 6 months preceding their hiring.

The language assistant will sign a service provider contract and must have a status of self-employed. It will be his/her sole responsibility to comply with all legal requirements for self-employment as well as to cover all related taxes and charges.