

April 1, 2025

## **INVITATION FOR PARTICIPATION IN THE COMPETITION**

State Institution "Agriculture Entrepreneurship Development"  
(SI AED)

Strengthening Resilience of the Agriculture Sector Project  
(SRASP)

**RECRUITMENT: Translator – 1 position**

### **BACKGROUND**

The Strengthening Resilience of the Agriculture Sector Project is an IDA grant in the amount of US\$ 58 million prepared to support Tajikistan for the purpose of foundations for a more resilient agriculture sector refer to the availability of public agricultural services, including improved seeds, seedlings, and planting materials; agri-logistical services; agro meteorological information, soil testing, locust control and crop protection.

The project is implemented by the State Institution Agriculture Entrepreneurship Development Project Management Unit (SI AED PMU).

### **PROJECT OBJECTIVE**

The development objective of the proposed project is to strengthen the foundations for a more resilient agricultural sector in Tajikistan.

State Institution "Agriculture Entrepreneurship Development" (SI AED) now invites qualified specialists with relevant work experience to participate in the competitive selection for the vacant position of the **Translator**.

### **RESPONSIBILITIES:**

Translator will have overall responsibility for a qualified and timely written translation of all incoming and outgoing documentation of the AED PMU. S/He also is responsible for all verbal translations for the AED PMU staff. The Consultant in

his/her activities should follow the Project Operation Manual (POM) of AED PMU, Charter of AED PMU, acting legislation of the Republic of Tajikistan and orders of the SE "AED PMU" Director. Translator will be responsible for the following tasks:

- Qualified and timely written translation of all incoming and outgoing documentation of the AED PMU (letters, reports, surveys, expressions of interests, visual informational materials, handouts etc.);
- Verbal interpretation for the AED PMU staff as well as at various meetings, negotiations, trainings, field trips;
- Any other tasks as ordered by the SRAS Project Coordinator and AED PMU Director.

## **Languages**

The Translator shall work in the Tajik, Russian and English languages. Documents shall be prepared in the Tajik/Russian or English Language.

## **Qualification requirements**

- University degree in the field of foreign languages or international relations;
- At least four years of proven work experience as interpreter/translator in international organizations and donor funded projects
- Work experience with the World Bank projects is an advantage;
- Ability and willingness to travel to remote areas is essential.
- Computer skills (MS office, MS Word, MS Excel, Power point, Internet E-mail etc.) is required;
- Fluency in written and spoken English, Tajik and Russian.

**Applicants must submit the following documents:**

- A copy of the passport, diploma, work book, and other documents confirming the necessary qualifications;
- A copy of the certificate and recommendations, if any.

The deadline for submitting documents is April 14, 2025.

- *Documents must be submitted in paper form and by e-mail to the following address:*

Republic of Tajikistan,  
Bokhtar 17 street, 12 floor  
Office of the State Institution "Agriculture Entrepreneurship Development" (SI AED). Only full packages will be considered.

Applicants for the position of the Translator will be selected in accordance with the procedures specified in Section VI, paragraphs, 7.36 and 7.37 of "Procurement Regulations for IPF Borrowers" dated July 2016, revised in September 2023 ("Procurement Regulations").

Contact phone: + Tel / fax: (44) 6100013; (44) 6100014;  
e-mail: [aedpmu.hr@gmail.com](mailto:aedpmu.hr@gmail.com); website: [www.pmutacp.tj](http://www.pmutacp.tj)

Only selected candidates will be invited to interview and (if an interview is planned) assessed.