

**JOB VACANCY ANNOUNCEMENT- MSF OCB**

<b>Job Title</b>	<b>MEDICAL INTERPRETER</b>
<b>Employer</b>	Médecins Sans Frontières - Belgium
<b>Duty Station</b>	<b>DAMASCUS</b>
<b>Deadline for applications</b>	<b>13<sup>th</sup> May 2026</b>
<b>Contract status</b>	Service Agreement for 6 months, Possibility of Renewal
<b>Type of contract</b>	Full time
<b>Start Date</b>	As soon as possible

**Introduction about MSF:**

Médecins Sans Frontières (MSF) / أطباء بل حدود is an international, independent, medical humanitarian organization that delivers emergency aid to people in 70 countries who are affected by armed conflict, epidemics, natural disasters and exclusion from healthcare. MSF offers assistance to people based on need, irrespective of race, religion, gender or political affiliation and our actions are guided by medical ethics and the principles of neutrality and impartiality.

We offer basic healthcare, perform surgery, fight epidemics, rehabilitate and run hospitals and clinics, carry out vaccination campaigns, operate nutrition centers, and provide mental healthcare. Our activities include the treatment of injuries and disease, maternal care and the provision of humanitarian aid. Where necessary, we set up sanitation systems, supply safe drinking water, and distribute relief to assist survival.

*Check the links:*

[Médecins Sans Frontières أطباء بل حدود](#)

[Médecins Sans Frontières T-shirt م - قف أطباء بل حدود](#)

**Main Objective of the position:**

Verbal interpretation, in person or remotely, during daily medical activities (medical round, consultations, interviews, meetings, etc.) and written translations, from the mission language to local language(s) or vice versa, in order to ensure accurate, respectful, fluent and confidential communication between medical staff and local population.

**Accountabilities:**

- Inform medical staff about important cultural nuances to consider during a meeting, medical consultation or interview with local people.
- Participate in staff trainings and meetings as an interpreter.
- Provide face to face interpreting, as well as during telephone and radio calls or other telecom devices, when necessary.
- Adapt communication to any circumstances, using appropriate language registry as well as diplomatic and courtesy manners.
- Translate **MSF** internal / external documents into local language(s).
- Keep record of all translated documents.
- Look after all equipment provided, i.e. dictionaries or other books that belong to **MSF**



- Ensure confidentiality and medical secrecy.

#### **MSF Section/Context Specific Accountabilities:**

- Arabic/ English interpretations to support IMS clinical work at the PHCC, supported hospitals and mobile clinics in Damascus and Rural Damascus with organized trainings and coaching among staff.
- Support any IMS requiring Arabic interpretation during MSF representation at project level.
- Translate documents from / to mission language into a local one upon request.
- When doing document translation, patient confidentiality should always be observed.
- Facilitate staff understanding during internal meetings between locally hired staff and MSF IMS team.
- Prepare the minutes of meetings, as requested by the team during external/ internal representation.
- Support the IMS team with recruitment interviews observing confidentiality and neutrality.
- Must adhere to MSF's principles and work ethics when doing external representation.
- Must exhibit work flexibility when asked to support with reasonable tasks asked of him/ her.

#### **Requirements:**

##### **Education**

- **Essential**, Secondary Education. University degree Desirable. Medical background, health knowledge desirable.

Desirable official translator degree (Mission working language - **ENGLISH**)

##### **Experience**

- **Essential at least 1 year'** Previous working experience required. Desirable with MSF or other NGOs

##### **Languages**

Mission language "**English** and local language (**Arabic**) **essential**

##### **Knowledge**

**Essential** computer literacy (word, excel and internet)

##### **Competencies**

- Results.
- Teamwork.
- Flexibility.
- Commitment.
- Service.
- Stress Management.

### **Application process:**

To apply for this position, please submit your application in English through the following email address:

[msfocb-syria-jobs@msf.org](mailto:msfocb-syria-jobs@msf.org).

Write the Subject Line **MEDICAL INTERPRETER**, Damascus

Please submit your CV in **English**, together with a motivation letter and all relevant work and education certificates. **Without supporting documents, the application will be not accepted.**

**DEADLINE FOR SUBMITTING THE APPLICATION: 13<sup>th</sup> MAY 2026.**

**We are an equal opportunity employer; we do not charge a fee for any applications received.**