



**Job Title: Interpreters and Translators**

Northwood Neighbourhood Services is looking to recruit interpreters and translators. This is an exciting way to assist and preserve your language skills

**Description of the Organization:**

Northwood Neighbourhood Services is a non-profit, charitable organization with a volunteer Board of Directors, the majority of who are residents of the area served. The organization is managed by the Executive Director, who works with and under the direction of the Board of Directors.

Three levels of government and the volunteer sector fund the organization.

**Responsibilities:**

- Translation of spoken passages from one language into another
- Translation of written passages from one language into another
- Will provide consecutive or simultaneous translation between languages
- In consecutive interpreting listens to complete statements in one language, translates to second and translates responses from second into first language
- Expresses either approximate or exact translation depending on the nature of the occasion
- Simultaneous interpretation that renders oral translation of material at the time it is being spoken (Verbatim). Material usually heard over an electronic audio system and translation broadcasted to listeners

**Qualifications:**

- Certification is not necessary but will serve as an asset
- Language specific software is mandatory
- Flexibility
- Own valid transportation

The following languages are needed:

Spanish, Tamil, Punjabi, Urdu, Arabic, Polish, Nepali, French, Farsi, Albanian, Russian, Gujrati, Mandarin and Vietnamese

All other languages are also welcomed.  
Position Type: On Call or Contract

**Please Send resume to:**

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