

TRANSLATOR

The American Embassy invites applications for the post of Part-Time Translator/News Reader, specializing in Mandarin Chinese/English translation. The Translator/News Reader monitors Malaysia's Chinese-language press on a daily basis, selects relevant articles for translation, and creates accurate abridged translations of selected articles from English into Chinese and/or from Chinese into English, for a daily media digest. The translator is held responsible for the accuracy of translations and for his or her own work. Translations produced should require little review as this individual should be able to work at the highest level of performance. The incumbent also provides back-up support to a Bahasa Malaysia translator, and assists with other duties, as needed.

Applicants must have a degree in fields such as English and English literature, Political Science, Social Sciences, or Economics and have three to five years of interpreting or translating in which English is used as one of the languages. They must be sufficiently proficient in general knowledge of politics, history and international affairs to be given the responsibility for screening media articles, or other documents to extract and translate only those portions of the document that are to be considered valuable or pertinent to a study, report, program, etc and be fluent in written and spoken English and Mandarin Chinese and have a good working knowledge of Bahasa Malaysia.

The basic starting salary is RM26,197 per annum (for 20 hours per week/Monday - Friday). Benefits include a two-month year-end bonus, a competitive EPF contribution rate and life and health insurance coverage. Please write in (with phone number and expected salary) to the Human Resources Office, P.O. Box 10035, 50700 Kuala Lumpur by November 6, 2009. Only short listed candidates will be notified.