



Latin American
Association

TRANSLATOR (OUTSOURCER)

Job Title: Translator (Outsourcer)

Organization: Latin American Association

Job Description: Translate different types of documents from Spanish to English and from English to Spanish. (The majority of documents will be translated from Spanish to English).

Reports to: Translation Coordinator

Qualifications:

- Proficiency in English and Spanish
- Experience in translation
- Ability to maintain consistent attention to detail and accuracy
- Computer skills in Microsoft Office
- Bachelor's Degree in a related field is preferred
- Certification in Translation is preferred
- Completed high school education
- Must be able to legally work in the United States

Application Procedure: Send your resume to translations@thelaa.org or call 404-638-1829