



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Link's Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

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# Job Board Posting



Careers.Indigenous.Link

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## Foreign Language Translator/Linguist

<b>Job ID</b>	<b>796938612</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=796938612">https://careers.indigenous.link/viewjob?jobname=796938612</a>	
<b>Company</b>	CSIS	
<b>Location</b>	Ottawa, Ontario	
<b>Date Posted</b>	From: 2018-05-06	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Miscellaneous

### Description

Closing Date 2019-02-27  
Reference Number 17-968-07-016

Job Category Experienced

Who Can Apply Canadian Citizens

Location Ottawa, Ontario  
Salary Range \$69,350 - \$84,360  
Status Indeterminate (permanent)

Language Requirement English Essential (EE)

### Job Summary

- The Translator provides foreign language translation services:
- Translate texts from foreign languages to English and vice versa.
  - Review/revise or edit translations into English submitted by staff and freelance translators for accuracy and style.
  - Summarize foreign language materials.
  - Contribute to the grading of language proficiency tests and work samples submitted by foreign language staff or freelance translator candidates.
  - Coordinate translation projects involving teams of translators and revisers on major projects.
  - Provide technical and linguistic assistance to freelance translators and revisers.
  - Assist with the training and development of freelance translators and revisers.
  - Conduct audits of foreign language materials.
  - Provide consultation to operations on contents and context of foreign language materials.
  - Conduct terminological research and assist in the preparation of foreign language glossaries.
  - Provide interpretation services as required.

### Education

- Bachelor degree in Translation or in foreign language studies and two years of relevant experience
  - Candidates with an equivalent combination of education and/or training and significant relevant experience may also be considered.
  - The educational program must be from an accredited learning institution recognized in Canada.
  - If you completed a program outside of Canada you will be required to obtain proof of a Canadian equivalency at your expense from an accredited learning institution recognized in Canada.
- Note: Any higher level of education could be recognized as experience.

### Experience

- Candidates must also possess some experience translating and / or summarizing audio recordings from a foreign language into English.

### Assets

- Experience in interpreting from a foreign language into English and vice-versa.
- An in-depth knowledge of the associated culture.
- Certification from a professional association recognized by the Canadian Translators, Terminologists and Interpreters Council (CTTIC).
- Experience in revising translated material.
- Experience in advising clients regarding cross - cultural communication.
- Experience using Computer Assisted Translation (CAT) tools, Machine Translation (MT) tools and other types of software.

### Competencies

- Adaptability/Flexibility
- Client Service
- Organizational Skills/Multitasking
- Teamwork

#### Conditions of Employment

Not Applicable

#### Notes

Relevant experience in translating written material from a foreign language into English. Foreign languages of interest are:

- Mandarin
- Arabic

#### Other Requirements

- A written and/or audio examination will be administered for the screening of candidates.
- Applicants will be required to achieve a minimum of 2+ ranking on the Interagency Language Roundtable (ILR) translation in the foreign language(s) of their expertise going into English.

#### Reference Links

#### Security Requirements

Candidates must be eligible to receive an Enhanced Top Secret security clearance. The process involves a security interview, a polygraph, and a background investigation that includes credit and financial verifications. The use of illegal drugs is a criminal offense. Drug use is an important factor considered in your reliability and suitability assessment during the selection process. Therefore it is important not to use any illegal drugs from the time you submit your application.

#### Others

We thank all applicants for their interest in CSIS. However, only those who are selected for further consideration will be contacted.

For more information, visit CSIS for Foreign Language Translator/Linguist