

Job Vacancy
“Translator/Interpreter”

Position: Translator/Interpreter

Available position: 1

Opening/closing dates for the submission of application:

October 1, 2018/October 15, 2018

Work Place: Royal Thai Embassy, Brasilia

Salary: R\$ 4.653,00

Basic Function of Position:

- Providing spontaneous interpretation of conversation;
- Translations of local news, periodicals and academic publications;
- Preparing briefing paper in English on issues concerning political, economic and social matters;
- Making contact and liaising with relevant officials of local, state and Federal agencies.

Qualification:

Nationality: Brazilian

Education: Minimum Bachelor Degree in English,
International Affairs or relevant fields

Experience: Working experience as translator (preferable), having profound interest in international and domestic political/economic affairs

Languages: Excellent command in English and capability to provide spontaneous translation or interpretation from Portuguese to English

Office skills: IT proficiency in the following: Microsoft Words, Excel, and PowerPoint Presentation

Note: Applicant must demonstrate each required qualification listed above with specific and comprehensive information supporting each item. Applicant is required to submit his/her application in English. Failure to do so may disqualify the applicant.

Working Hours: Monday to Friday from 09.00 to 17.30 hr. (Lunch Break between 12.30 – 14.00 hr.)

How to apply: Following documents shall be submitted:

1. Completed Application form downloadable from the Embassy's website;
2. Recent photo (5x7 cm);
3. Copies of education certificate and recommendation letter from current or previous employer (if any).

Where to apply: submit via email at thaiembbrazil@gmail.com

Shortlist of eligible candidates for final interview is to be announced by October 16, 2018 on the Embassy's website. Final interview will take place at the Royal Thai Embassy on October 17, 2018 at 09.30 hr. Result of the interview will be announced on October 18, 2018.

For further enquiry or information, please contact via email at thaiembbrazil@gmail.com with identification of the title: Job Vacancy