**I. Actual Advertisement**

Bittele Electronics Inc.

Markham,

ON

**Position Title :** Chinese-English Translator

**Job Duties** :

1. Read original material/documents and rewrite in the targeted language; ensuring the content, meaning, and feeling of the original/source text are retained in the translation.

2. Identify and resolve any conflicts related to the meanings of words, phrases, or concepts when translating between languages.

3. Proofread, revise and edit final translated versions; ensuring that technical terms and terminology remain consistent throughout the translation.

4. Consult with management and coworkers when translating specialized areas of information and develop specialized knowledge.

5. Follow ethical codes that protect the confidentiality of information.

6. Other duties shall be assigned as required

Requirements

1. Degree with specialization in languages.
2. Minimum of 5 years’ experience in Chinese-English Translation.
3. Strong written and verbal communication skills in English and Mandarin.
4. Able to produce high-quality translations, proofread documents and make corrections, with extreme attention to detail.

**Job Types:**

Full-time, Part-time, Contract

Salary: $12.00-$21.00 per hour

**Schedule:**

Monday to Friday

**Language:**

Chinese (Preferred)

Work Cited:

Bittele Electronics Inc Job Site. “ Chinese-English Translator” .[https://ca.indeed.com/jobs?q=English%20Chinese%20Translation&vjk=3a1a8bf2491bbb26](https://ca.indeed.com/jobs?q=English%2520Chinese%2520Translation&vjk=3a1a8bf2491bbb26). Accessed on 16 December 2020