

# SKILL LAB IS NOW HIRING!

**Job title:** English/Turkish Translator and Interpreter

**Starting Wage:** \$25.00/hr

**Hours:** Full time (40 hrs/week)

**Location:** Skill Lab LLC, 3498 Fairlanes Avenue SW, Grandville, Michigan 49418

**Travel Required:** 10% of travel required

## **Key Responsibilities & Duties**

- Perform English to Turkish interpretations and translations for the company's live basketball training videos, messages, live speeches, voice recordings and documents, with careful attention to providing proper context, meaning, tone and technical wording.
- Work as the live interpreter and translator for Turkish foreigners visiting and attending the company's Monday through Friday basketball training labs throughout the year for youth aged 6 to 18 years old.
- Actively participate in live basketball training camps both in Grand Rapids, MI and Istanbul, Turkey as the primary interpreter and translator for all participating students and training coaches.
- Become the active liaison between the company and the company's Turkish business contacts for scheduling and establishing operations for basketball training camps in Istanbul, Turkey.
- Act as the principle cultural and linguistic advisor to the CEO and other trainers for all matters related to the Turkish basketball market, including Turkey's basketball rules and regulations, players, events, and business and political atmosphere.
- Perform live English to Turkish translations for the various company basketball training videos which are posted regularly on the company's website.
- Identify and resolve conflicts related to the meanings of words, concepts, practices, or behaviours.
- Convert text and audio recordings from English to Turkish with cross-referencing specialized dictionaries and translation tools to check quality of translation.
- Edit content with an eye toward maintaining its original format (e.g. font and structure).
- Network with field experts to stay current on new translation tools and practices in my sector, basketball.

## **Key Job Requirements**

- Proven work experience as an English/Turkish or Turkish/English Translator and/or Interpreter and/or Teacher for a minimum of 8 years.
- Fluency in both English and Turkish, preferably native Turkish.
- Previous experience living or working in Turkey (preferably Istanbul) for at least 1 year.
- Bachelors degree of Arts or Science in Translation, Interpretation or Teaching from English to Turkish and Turkish to English.
- Available for full time work at our headquarters in Grandville, Michigan.

**Please send resume to Micah Lancaster via mail at Skill Lab LLC, 3498 Fairlanes Avenue SW, Grandville, Michigan 49418 or via email at [admin@micahlancaster.com](mailto:admin@micahlancaster.com)**