



English-to-French Translator – Re:word Communications

We're looking for a freelance English-to-French translator to help us out on a fairly regular basis for a number of clients. Projects range from product descriptions, marketing collateral and manuals to web copy and POP signage. While much of the work is quick turnaround, many projects have longer lead times.

Role/Responsibilities

- Provide English to French translations as requested
- Edit content for clarity, style and consistency when necessary
- Tighten wording, enhance readability and strengthen organization of content when necessary
- Produce, update or work to a style guide/checklist to ensure consistency in usage
- Provide clear, useful comments/feedback to clients with each assignment and as requested

Qualifications

- At least 2 years of translation experience; experience working with agencies is preferred
- A university degree or college diploma in translation
- Excellent verbal and written English and French language skills, as well as a keen eye for detail
- Ability to work on multiple projects at a time
- Document formatting skills
- Familiarity with Quebecois French
- Proficiency using Microsoft Office's track changes and Adobe Acrobat's text edit and sticky notes tools
- Knowledge and experience developing and using checklists and style guides

Interested? Please forward your resume to work@reword.ca and include your per-word rate, and your availability.

Application deadline: May 31, 2019