

VACANCY NUMBER: 40315AC

JOB TITLE: TRANSLATOR, FTT

STATUS: FULL TIME TEMPORARY

DEPARTMENT: FRENCH LANGUAGE HEALTH SERVICES

LOCATION: WELLAND SITE/REMOTE

HOURS OF WORK: 75 HOURS PER PAY PERIOD

TEMPORARY END DATE: March 2028

POSTING DATE: 23 APRIL 2025

CLOSING DATE: 13 MAY 2025

UNION: NON UNION

WAGE RANGE: \$39.616 per hour

POSITION OBJECTIVE:

The Translation Network, a Ministry of Health-funded program hosted by Niagara Health, is seeking a translator to ensure English to French translation services of public-facing resources for health care providers across Ontario. The successful candidate will translate into French a variety of documents intended for the general public; ensure quality of documents translated by freelance translators; proofread formatted translations; create terminology records and lexicons; liaise with clients and freelance translators. While the position is based out of the Welland Site, remote work is a possibility.

QUALIFICATIONS:

- o University degree in translation from a recognized institution or accreditation from a recognized professional translators association
- o Three years of recent experience in translation and revision from English to French
- o Superior oral and written communication skills in English and French
- o Ability to set priorities, manage multiple tasks and meet conflicting deadlines
- o Strong organizational skills
- o Strong attention to detail
- o Excellent analytical and research skills
- o Effective interpersonal, judgment, and decision-making skills
- o Ability to work independently and as part of a team
- o Knowledge of health terminology and the Ontario health care system
- o Familiarity with Logiterm
- o Consistent and regular attendance

Qualified applicants are asked to submit a cover letter and resume in both French and English by 11:59 PM May 13th, 2025 as part of your application to ashley.cowell@niagarahealth.on.ca

Questions, quoting the job posting number, may be directed to hrrecruit@niagarahealth.on.ca

At Niagara Health, we value diversity, equity and inclusion, and welcome applications from all people. We are especially interested in hearing from you if you are excited about being part of a respectful and hard-working team in the beautiful Niagara Region, have a passion for service and excellence in healthcare, have a background or related expertise in the healthcare environment, supporting patient care and providing extraordinary customer-service.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, Niagara Health will provide accommodations through the recruitment process to applicants with disabilities. If selected to participate in the recruitment and selection process, please inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.

At Niagara Health, we are committed to advancing diversity, equity and inclusion. As a part of this work, we collect information on Ontario Human Rights Code grounds and non-Code grounds in order to: hire and retain diverse talent, prevent and/or address systemic barriers to access and opportunity, improve service delivery and programs and advance diversity and inclusion overall. All identification questions are optional and include a "prefer not to answer" option.