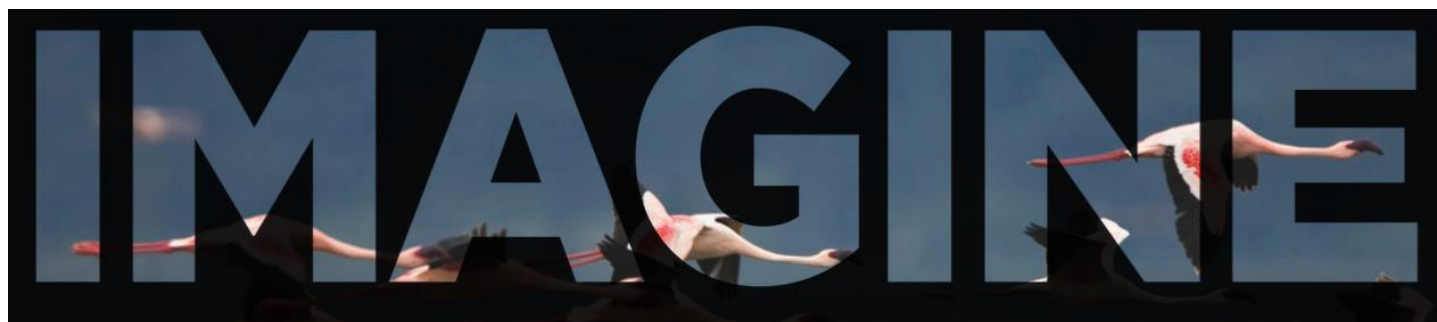


Telelingua was founded in Brussels in 1985 and has 30 years' experience in the multilingual translation and localization industry. Our offices are located in Brussels – New York – London – Paris – Munich – Berlin – Stuttgart – Zurich – Shenzhen, ensuring 24/7 proximity to our customers. Our company has reached a size that enables us to manage large-scale, complex multilingual localization projects, as well as everyday translations that require an immediate response. We combine a personal touch, flexibility, responsiveness, proximity, and friendliness with cutting-edge technology, creativity in our processes and a proven level of professionalism.



Our Headquarters in Brussels is looking for a **Translation Quality Assurance FR/EN, Life Sciences department**

Job Description:

- Continuous assessment and improvement of QA/QC processes and tools used by Project Managers and translators
- Claim analysis and management in liaison with the Project Management team and Sales
- Selection and evaluation of external translators/revisers and continuous assessment of their quality
- Audits to monitor the quality of deliverables and adherence to procedures/glossaries; sharing feedback with Project Managers and/or translators
- Terminological check/management and monitoring of compliance with clients' requirements
- Global monitoring of the linguistic quality of deliveries

Your Profile:

- Perfect command of English and French; (any other language being an asset)
- You should live in Brussels or in the surrounding area
- Bachelor or master's degree in translation or linguistics
- 1-2 year(s) work experience as translator or Project manager
- Analytical, structured and creative
- Rigorous and meticulous;
- Good communication skills;
- Ability to work autonomously while remaining a valuable member of an efficient team

We offer you:

- An open-ended contract;
- The possibility of using your linguistic and communication skills;
- Work in a pleasant environment
- Easy access (tram 92, bus 60 or train line 26 - Uccle-St-Job station).
- Meal vouchers, group insurance

Interested?

Send your resumé, with a letter of motivation to our Human Resources Department:

MGosse@telelingua.com

Please mention reference nr

LS -QC 08/2018

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