

Translator

The American Embassy in Kuala Lumpur invites applications for a Translator position. The incumbent monitors Malaysia's Chinese-language press, selects relevant articles for translation, and produces accurate (abridged) translations daily from Chinese into English. The translator also serves as a press assistant, and monitors major television news programs on a daily basis to analyze and report issues affecting U.S. policy interests. The incumbent also assists in providing support for Embassy press events as needed. The incumbent occasionally serves as an interpreter and also serves as back-up support to the Bahasa Malaysia translator.

Applicants must have a University degree (equivalent of a B.A. or B.S.) in Communications, Journalism, English, Foreign languages, Literature, Political Science, Social Sciences, Business Administration or Economics. They must have at least three years in professional writing or editing, including in journalism. Experience in translation work (with more experience in translating from Mandarin to English than from English to Mandarin) in a variety of different types of subject matter (social and historical, economic, legal, statistical). A familiarity with Malaysian press and publications as well as press events such as interviews, press conferences, media events is required. They must be fluent in spoken and written English and Mandarin and have a good working knowledge of Bahasa Malaysia.

The starting annual salary is RM54,230. Benefits include a two-month year-end bonus, medical and life insurance coverage, annual and sick leave, and a higher EPF contribution rate. Please write in (with phone number and expected salary but do not include photo) to the Human Resources Office, P.O. Box 10035, 50700 Kuala Lumpur **by September 2, 2011**. Only short listed candidates will be notified.