



JOB ANNOUNCEMENT

ARIZONA SUPERIOR COURT
in PIMA COUNTY



Court Interpreter Pima County Juvenile Court Center

Hiring Range: \$34,189 to \$39,317 depending on experience

DESCRIPTION: Performs Spanish to English and English to Spanish interpretation and translation for judicial proceedings in civil, criminal, domestic, probate in misdemeanor and felony hearings for Superior Court, and in related work situations, and as required for proceedings in Juvenile and Justice Courts.

ESSENTIAL FUNCTIONS:

- Interprets in consecutive and simultaneous modes English/Spanish and Spanish/English in hearings and proceedings for Superior Court, Juvenile and Justice Courts, and other work situations as necessary.
- Conducts sight translations for the benefit of the court of such documents as court petitions, reports, and oral interpretation of conversations of judges, court officers and witnesses.
- Translates from Spanish to English and English to Spanish those court orders, court notices, petitions, legal documents, or materials deemed essential to court procedure.
- Provides Spanish/English and English/Spanish interpretation between Probation Officers and their clients and clients' families.
- Verifies and corrects transcription of written materials per court order.
- Translates and interprets other materials as directed for court divisions and departments.
- May assist in training of on-call interpreters.

MINIMUM REQUIREMENTS: A High School Diploma or equivalent GED Certificate and three years of continuous professional experience interpreting and some translation experience in Spanish/English and English/Spanish (e.g. conference or escort interpreting). The three years must include at least one year of experience in legal interpreting; OR, any equivalent combination of experience, training and/or education that demonstrates the ability to perform the essential functions of this position.

Preference: Preference may be given to candidates with an advanced educational degree in recognized interpreter and/or translation, or other related programs.

LICENSES AND CERTIFICATES: None required.

Preference: Preference may be given to candidates qualified by recognized interpreting and translation examinations such as the Federal Court Interpreter Certification Examination, National Center for Interpretation Testing, Research and Policy State Court Interpreting Examination and other interpreter testing instruments approved by the Superior Court.

SELECTION PROCESS: The selection procedure may include an evaluation of education and experience, a written and oral assessment to evaluate interpretation and translation abilities, and two panel interviews.

COMPENSATION AND BENEFITS: The Court offers a competitive compensation and benefits package to include medical, dental, life insurance, flexible spending accounts, retirement and deferred compensation plans, paid vacation and sick leave, as well as other benefits.

HOW TO APPLY: Open until filled, with first screening on Monday, May 10, 2010. The Court now has an on-line application process. Please apply at the Court's website (www.sc.pima.gov). If you don't have internet access, please submit the Court's employment application. Applications are available and can be submitted Monday through Friday, 8:00 a.m. to 5:00 p.m. to Human Resources, Pima County Juvenile Court, 2225 E. Ajo Way, Tucson, Arizona 85713 or faxed to (520) 740-2070. For assistance, please call (520) 740-5019; TDY (520) 740-8887.

The Court is an Equal Opportunity Employer