



Interpreter/Translator III

Salary Group: B21
Class Code: 5618

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
INTERPRETER/ TRANSLATOR I	5616	B17	\$39,976 - \$61,399
INTERPRETER/ TRANSLATOR II	5617	B19	\$45,244 - \$72,408
INTERPRETER/ TRANSLATOR III	5618	B21	\$51,278 - \$82,901
INTERPRETER/ TRANSLATOR IV	5619	B23	\$58,184 - \$94,913

GENERAL DESCRIPTION

Performs highly advanced (senior-level) interpreter work. Work involves interpreting or translating sign or foreign languages into English or other applicable languages. May supervise the work of others. Works under minimal supervision, with extensive latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Interprets and translates messages simultaneously or consecutively into specified languages, either orally or using sign language, while maintaining message content, context, and style.

Identifies and resolves conflicts related to the meanings of words, concepts, practices, or behaviors.

Reads and rewrites material into a specific language.

Reads written materials, such as policies, procedures, reports, publications, and news materials; and rewrites materials into specified languages.

Reviews edits and revisions of translated materials.

Reviews translations of terms and terminology to ensure accuracy and consistency throughout translation revisions.

Assesses whether communication is being understood.

Represents the agency at business meetings, hearings, trials, conferences, and seminars; or on boards, panels, and committees.

Develops and implements community programs related to specified languages.

May locate and schedule qualified interpreters to provide communication services.

May provide fluency level assessments.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience as an interpreter. Graduation from a standard senior high school or equivalent and completion of an accredited interpreter training program is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of vocabulary and grammar related to a specific language.

Skill in the use of a computer and applicable software.

Ability to interpret language accurately in various situations and difficulty levels; to communicate effectively; and to supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May require certification as an interpreter.