

Junior Reviewer/ Quality Assurance Employee (m/w/d)

We are looking for a Junior Reviewer /Quality Assurance Employee (m/f/d) to start as soon as possible.

What the job entails

- Proofreading and editing translations from various subject fields, e.g. checking for consistency with source texts and customer requirements
- Updating translation memories
- Terminology research and revision
- Researching and revising terminology
- Editing, formatting and creating layouts for translation projects in various file formats
- Using CAT tools such as Across, Trados Studio, STAR Transit, Kilgray memoQ
- Cooperating closely with the project management

Your profile

- University degree in language or translation studies, linguistics, media design OR comparable training with relevant work experience, e.g. in the field of technical documentation or terminology
- Very good knowledge of English and/or German, further language skills an advantage
- Good IT skills and first-hand practical experience using CAT tools
- Experience with Adobe InDesign and Adobe FrameMaker preferable
- Experience with Adobe Captivate and Articulate (Storyline, Studio) beneficial
- Confident use of MS Office products, experience with other software welcome
- Affinity for technical, economic and medical topics
- Accurate, structured and efficient way of working and open-mindedness towards new topics and technologies

What we offer

- Career start as a junior incl. training on the job and buddy system
- Further training opportunities – Learning is a top priority with us!
- International environment, flat hierarchies and short communication channels
- Flexibility for location and independence: fully remote, hybrid or 100% at the office (choose what fits best for you)
- Informal working atmosphere: no dress code, relaxed corporate culture and team events
- Become part of our interdisciplinary taskforce and help shape the company!
- At the end of the junior programme, we aim to take you on as a permanent employee if suited

What we do

Whether translation solutions, interpretation or voice-overs – our service portfolio covers all services related to language. In close dialogue with our clients, we develop the most suitable workflow covering all process requirements.

About us

tsd Technik-Sprachendienst GmbH is a language service provider with 45 years of successful market presence. Our strong internal team is committed to our customers worldwide and makes even challenging projects possible.

As part of SeproTec, an international group of companies headquartered in Madrid, we are among the top 30 service providers in our sector worldwide. Our clear focus lies on agile and customised processes with efficient and transparent pricing structures.

Contact

Are you interested in joining our international team and taking on the role described above? Then send **your application**, stating your **salary expectations** and **earliest possible starting date**, and the **reference code HQAJ** via e-mail to Ms Daniella Hattrick: recruiting@tsd-int.com

