



PR/094762 | Language Managers (THAI)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1549445

Industry

Business Consulting

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

November 26th, 2025 10:01

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

We are seeking a meticulous and experienced **Language Manager (legal domain)** to oversee the quality and accuracy of translated documents. The ideal candidate will ensure that translations are true to the source content and meet client-specific and country-specific standards.

Job Responsibilities

- Review and Edit Translations: Examine translated documents for errors in meaning, accuracy, terminology, spelling, grammar, style, tone, and syntax.
- Quality Control: Conduct quality checks on translations in one or more language pairs, ensuring adherence to style guides and publication specifications.
- Translation and Post-Editing: Perform translations and machine translation post-editing as needed.
- Vendor Management: Evaluate and support in-country translators, providing guidance and feedback to improve quality.

- Resource Management: Manage translation memory and term bases using internal systems.
- Client Management: Oversee client accounts, creating and managing guidelines, term bases, and translation memories.
- Vendor Services Support: Assist Vendor Services by offering feedback on vendor quality and identifying areas for improvement.
- Training and Supervision: Identify vendor weaknesses and provide training to enhance quality.
- Special Projects: Participate in special projects and other duties as assigned by management.

Job Requirements

- Proven experience in translation and editing.
- Strong attention to detail and excellent linguistic skills.
- Ability to manage multiple projects and meet deadlines.
- Proficiency in using translation management systems.
- Strong background/exposure to legal terms or professional services are highly welcome.

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.vn/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.vn/terms-of-use>

Company Description