



フルリモート Japanese Senior Linguist for Life Science | 日本全国のどこからでも

募集職種

採用企業名

Welocalize Japan 株式会社

求人ID

1566251

業種

通訳・翻訳

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

雇用形態

正社員

勤務地

東京都 23区

給与

400万円 ~ 650万円

更新日

2026年01月08日 00:00

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

ネイティブ

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

Job Description Summary

This role involves managing translation and copy-editing tasks, ensuring high-quality linguistic deliverables for assigned projects or accounts. Responsibilities include coordinating with freelancers and agencies, maintaining language resources, resolving terminology queries, and collaborating with clients and internal teams.

Job Description

- The following is a non-exhaustive list of responsibilities and areas of ownership for this role:
- Performing copy-edit tasks on assigned projects or accounts
- Performing on-demand translation tasks
- Performing lead linguist role on assigned accounts
- Taking ownership of deliverables that were translated internally or by external partners for one or more accounts into their target language
- Preparing, managing and maintaining the language materials (including glossaries, Style Guides, work instruction) up to the quality standards and up to date as required by the account or project
- Managing project-related queries
- Ensuring good interaction among team members and resolving questions on terminology and language matters
- Coordinating with freelancers, agencies and internal linguists on assigned projects or accounts
- Testing and qualifying new freelancers and vendors as required
- Developing and training of internal linguists/new and existing freelancers according to the accounts' and Welocalize's needs
- Interacting with clients on linguistic matters as required
- Participating in the development of new and improved working processes. Propose process improvements.
- Meet or exceed the KPIs in terms of productivity, on time delivery, quality
- Achieving the goals set by the team manager

スキル・資格

Education Level

- University degree in Translation/Applied Languages/Linguistic Studies or equivalent combination of education and experience (University degree in other fields plus 2 years of full time experience in translation; OR 5 years of full time profe

Experience and Skills

- Fluent in English, both written and spoken
- Native fluency in TARGET language
- 8+ years of relevant experience in translation/localization/editing or content writing
- 5+ years of review experience
- Thorough understanding of the localization process
- Excellent knowledge of terminology used various subject matters
- Subject-matter expert within company for assigned content specialties, service lines and processes
- Excellent user experience of standard CAT tools, e.g. XTM, SDL Studio and issue tracking and query management tools, e.g. JIRA
- Ability to learn new localization tools and applications quickly
- Excellent user experience of standard software, such as Windows and Office applications
- Ability to give clear, concise and constructive feedback
- Ability to coordinate internal and external translators
- Excellent interpersonal, written and verbal communication skills
- Ability and willingness to train/teach others and pass on knowledge.
- Ability to work with tight deadlines
- Excellent problem solving skills
- Ability to effectively present information and respond to questions from groups of managers, clients, linguists
- Ability, willingness and experience in communicating with customers at various levels
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists
- Ability to work in a virtual team

会社説明