



# *Superior Court of California*

*County of San Joaquin*

222 E. Weber Avenue, Stockton, CA 95202; (209) 468-9342

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## **EMPLOYMENT OPPORTUNITY**

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### **COURT INTERPRETER (Full-time, Part-time and PRO Tempore)**

#### THE POSITION:

The Superior Court of California, Court of San Joaquin is now accepting applications for Court Interpreter (Full-time, Part-time and Pro Tempore positions for the following languages: **Vietnamese, Lao, Hmong, Spanish**). For a complete list of certified and registered languages, please visit the Court Interpreter's website at [www.courtinfo.ca.gov/programs/court\\_interpreters/faq1.htm](http://www.courtinfo.ca.gov/programs/court_interpreters/faq1.htm). Court Interpreters perform a wide variety of language interpretation activities for the Superior Courts of California and for parties to proceedings, including witnesses, defendants, attorneys, other court personnel and the public.

These positions are hired pursuant to the Memorandum of Understanding between California Superior Courts Region 3 and the California Federation of Interpreters-The Guild Communications Workers of America (CFI-CWA) Local 39521 and may include benefits depending on the position offered. Full-time court employees receive full benefits (medical, dental, vision and retirement same as other court employees). Part-time and/or Pro Tempore positions do not include benefits but may accrue an annual leave balance or holiday time on a pro-rated basis.

CURRENT SALARY:           \$147 (4-hour day)  
                                      \$265 (8-hour day)  
FINAL FILING DATE:       Continuous Filing Until Filled

#### TYPICAL DUTIES:

Duties of these positions include, but are not limited to, the following:

- Interprets from and into English and the applicable non-English language using simultaneous and consecutive modes at court proceedings and for other court-related departments at the direction of the court.
- Makes sight translations of documents for the benefit of the court including, but not limited to, court petitions, reports, waivers, felony disposition statement forms and other documents.
- Interprets for judges, attorneys, court staff and other court-related departments at the direction of the court.
- Notifies the court of any issues or situations that may impede the interpreters' performance. Research and understands terminology used in court and functions of the court which may include but not be limited to legal, technological, scientific, and/or medical terminology.
- Reviews the daily docket and received daily calendar assignments from the Trial Court Interpreter Coordinator (or other) and accurately completes daily activity logs, or other documentation as required.

**MINIMUM QUALIFICATIONS:** (Based on the specific non-English language)

*Certification:* Possession of a valid certification as a “Certified Court Interpreter” issued by the Judicial Council of California on behalf of the State of California. (*Copy of certification must be attached to the application*)

**OR**

*Registration:* Registered as a Court Interpreter by the Judicial Council of California on behalf of the State of California. (*Copy of registration must be attached to the application*)

For full information on how to become a certified or registered court interpreter, please visit the California Courts Web site at [www.courtinfo.ca.gov/programs/court\\_interpreters/faq1.htm](http://www.courtinfo.ca.gov/programs/court_interpreters/faq1.htm) or call 866-310-0689 (toll-free).

**Knowledge, Skills and Ability to:** Orally convey the meaning from and into English and the applicable non-English language by interpreting in the simultaneous, consecutive and sight translation modes, the meaning must be conveyed accurately, not editing, summarizing, adding meaning, or omitting; correct usage of grammar and vocabulary of English and non-English language specified, provided the source language speaker is using correct grammar and vocabulary; interpret accurately and remain impartial including adversarial and emotionally charged situations; understand legal concepts and forensic terminology in both English and non-English language(s); familiarity with the general range of regional and cultural variations in the specified language; conduct ongoing research into variations in terminology and usage of the specified language; use office equipment, including computer, telephone and copiers, as required by the assignment; use of transmitter and receiver equipment provided by the court for simultaneous interpretation; understand and adhere to California statutes, Rules of Court and applicable personnel rules concerning court interpretation; adhere to interpreter ethics and standards, as stipulated in California Rules of Court Rule 984.4, Professional Conduct for Interpreters; interact professionally and cooperatively with those contacted in the course of work.

**OTHER REQUIREMENTS:**

License: Possession of a valid Class “C” Driver’s License, or the equivalent, or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Background: Must be able to pass a criminal history information background check.

**SELECTION PROCEDURE:**

All applications will be reviewed by the Human Resources Department. Qualified applicants will be invited to participate in the recruitment process.

San Joaquin County Superior Court does not discriminate on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, sexual orientation, gender or age in any of its programs activities or hiring process.

**APPLICATIONS:**

Applicants must submit a completed court application form **and** supplemental employment application to:  
San Joaquin County Superior Court  
Human Resources Department, 1<sup>st</sup> Floor, Room 141  
222 E. Weber Avenue  
Stockton, CA 95202

Applications can be obtained from the Human Resources Department at the address listed above or call (209) 468-9342 to have an application mailed to you.