



Mind Your Language™

Perfect Communication

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**Quality Assurance Specialist**  
**(Part-Time | 4 Hours Per Day)**

The Quality Assurance Specialist (QAS) will support our Simplified Chinese language translation and editing work. He or she will play a key role in MYL delivering the highest standards of Chinese translation. Working closely with our projects team, he or she will ensure that all projects meet the agreed standards with our Clients.

The QAS will work independently and must demonstrate good organisational and project management skills. This position can be based in our office in Hong Kong or work remotely. Hours are flexible i.e. 9am to 1pm each day or 2pm to 6pm each day. MYL will pay a fixed monthly salary (to be negotiated).

**SKILLS & ATTRIBUTES**

- Native speaker of Simplified Chinese for China;
- Degree holder in Translation, English Language or similar;
- At least five years' experience in translation and quality assurance, exceptions will be made for exceptional candidates;
- Familiar with, and skilled at translation of English to Simplified Chinese and vice versa.
- Experience with CAT tools, familiarity with TMS and post-editing of Machine Translation are definite advantages;
- Good communication, organisational and coordination skills;
- Independent, has initiative, and able to work under pressure;
- Effective written and verbal communication skills in English;
- Strong problem-solving skills, detail-oriented in keeping a thorough record of files and keeping track of job progress;
- Team-oriented, inclusive and collaborative way of working;
- High speed internet connectivity between Hong Kong and China, essential, with VPN line.

If you believe that Client satisfaction, integrity, teamwork and innovation are values that make a great business, you are the right kind of person for our team. Please send your CV with expected salary to [recruitment@mylGlobal.com](mailto:recruitment@mylGlobal.com)