



Originally established in 1997 as a translation agency for the European Parliament, Overtaal has grown over the years to become a full-service language and communication firm. Whatever your needs – precise translations, tailored language training courses, incisive texts – we are at your service. We meet deadlines and ensure quality at all levels.

You will come to know us as a reliable partner, from submission of the original order right through to delivery of the final product. Our trainers, revisers and translators are enthusiastic language professionals who combine a passion for language with a result-oriented approach. Our clients include government institutions and multinationals, as well as a wide range of smaller enterprises. We prioritize and invest in the development of long-term relationships with our clients. Maximizing results in consultation with the client is what we are all about.

## Internship in Translation - Utrecht -

### Summary:

The intern will form part of our In-house Translation team. The candidate will primarily be responsible for carrying out translation and other linguistic related tasks, providing support to project managers and other linguists, in accordance with company standards. This is a great opportunity to get a broad picture of how a multinational translation company works. We always value talent and professionalism and maybe offering career opportunities afterwards.

### Position responsibilities:

- Carry out various translation-related tasks
- Translate and proofread various types of documents
- Check target document against source material
- Edit documents specific to medical/pharmaceutical area
- Carry out linguistic and non-linguistic final eyes (quality checks)
- Use of translation tools
- Assist with other tasks (e.g. glossary creation, translation memory maintenance, etc.)

### Essential skills and experience required:

- Be able to sign an internship agreement with the University you are enrolled in
- Native level of any of the following languages: NL, NL\_BE, FR, DE, or EN
- Excellent written and verbal English communication skills
- Excellent problem solving and analytical skills
- Strong interpersonal skills
- Effective time management
- Some Translation/Proofreading experience
- Good communication skills
- Proactive, can-do attitude

In order to apply, please send your CV to: [nlcareers@transperfect.com](mailto:nlcareers@transperfect.com).

More information: [www.overtaal.nl](http://www.overtaal.nl)