
Court Interpreter Resume

Job Objective

Looking to fill a position as Court Interpreter in which to put my talents and experience to work for company increasing clientele and enhancing company growth.

Highlights of Qualifications:

- Substantial experience of interpretation and translation of court orders, testimony and written documents
 - In-depth knowledge of language-specific grammar, vocabulary and syntax
 - Remarkable knowledge of courtroom protocols, interpreter ethics and legal terminology
 - Familiarity with using computer, copiers, Microsoft Office software and courtroom audio equipment
 - Ability to prepare and deliver precise and correct interpretations and sight translations
 - Ability to communicate with court staff, officials and public in a professional and diplomatic manner
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Professional Experience:

Court Interpreter
Superior Court of California, Salinas, CA
August 2012 – Present

Responsibilities:

- Attended court hearings to listen speakers' statements and testimony and simultaneously interpret them.
- Conducted and provided sight interpretation of Affidavits and other legal documents.
- Translated various legal documents and checked for errors in technical terms and terminology.
- Identified a variety of speech patterns and reviewed their vocabulary and phrases.
- Utilized reference materials and operated electronic listening systems, to perform work.
- Developed and maintained positive professional relationships with court officials, attorneys, and judges.

Court Interpreter
Sacramento Superior Court, Sacramento, CA
May 2009 – July 2012

Responsibilities:

- Delivered interpretation services and assisted with translation of linguistic communication for court.
 - Translated and interpreted witness testimony, attorney arguments, and judge orders.
 - Attended court proceedings, and completed all assignments according to standard practices and rules as prescribed.
 - Completed all assigned tasks and prepared daily activity logs and documentation on time.
 - Prepared and provided sight translations of jury instructions, court exhibits, and legal documents.
 - Educated witness about court procedures and informed court about issues and situations affecting interpretation activities.
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Education:

Bachelor's Degree in Translation and Interpretation
Bemidji State University, Bemidji, MN

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