Job description

Position: Localization Engineer
Group: Localization Engineering Department

Scope of job:

The Localization Engineer completes the engineering steps required in a localization project. Project deliverables range from software to help, docs, websites and others. Project tasks include evaluation, preparation, compilation, resizing, testing, delivery and finalization of the project files.

Position relationships:
- The Localization Engineer is reporting to the Localization Engineering Manager.
- Functional liaison with the Project Management, DTP and Quotes departments.

Position responsibilities:

- Evaluate and prepare project deliverables (software, help, docs, websites and others) for translation following set quality standards. This process typically includes the use of CAT (Computer Aided Translation) tools and related tools.
- Resize, format, test, deliver and finalize the project deliverables following set quality standards. Live testing may be part of the process which includes filling out a bug report.
- Assess time/material requirements for completion of projects
- Complete own projects on time and in line with quality standards.
- Provide daily feedback to the Engineering Team Lead on project tasks status.
- Carry out quality checks on files across the process in coordination with other departments.
- Support towards colleagues in other departments on tools and technical matters.

Position requirements:

- Computer experience preferably in the translation/localization industry
- Understanding of localization engineering processes and tools
- Experience with recent Windows operating systems. Macintosh or Linux operating systems knowledge is a plus.
- Superb analytical skills
- Must be flexible with hours to accommodate project deadlines
- Scripting experience is a plus.
- Enthusiastic, organized, flexible and attention to detail
- Good communication skills
- Fluent in English