



SUPERIOR COURT OF CALIFORNIA

County of Mendocino

Is recruiting to fill the following position:

COURT INTERPRETER – SPANISH

Regular Full-Time Position

\$40.12 to \$48.77 per hour

OPEN UNTIL FILLED

JOB SUMMARY

Certified Court Interpreters perform literal and general interpretation in Superior Court proceedings and interviews requiring fluency in English and a foreign language. Court Interpreters may also be called upon to provide sight translations of court documents (reading written texts and giving an oral translation of text). This classification performs duties as an interpreter in the courtroom and in other legal proceedings. Individuals appointed to this classification must be certified as a Court Interpreter in the State of California. Possession of a valid certificate as a Court Interpreter in the State of California and possession of a valid Class C California Driver's License is required at the time of appointment.

BENEFITS

The Court benefit package includes:

- Retirement benefits under the 1937 Retirement Act
- Court contribution to health, vision and dental insurance
- \$30,000 of Court paid life insurance
- Vacation starting at 10 days per year
- Sick leave of 15 days per year
- Annual allocation of 32 hours of Personal Leave
- Deferred compensation plans are available

HOW TO APPLY

Interested candidates should submit a completed and signed Mendocino Superior Court application form and a copy of your valid certification as a Certified Court Interpreter issued by the Judicial Council on behalf of the State of California. The Court application is available on the Court website, www.mendocino.courts.ca.gov. Resumes will not be accepted in lieu of the Court application. Mail or deliver application materials to:

**Mendocino Superior Court
Human Resources Department
100 N. State Street, Room 303
Ukiah, CA 95482**

SELECTION PROCESS

This vacancy announcement will remain open until the Court Interpreter vacancy is filled. Application materials should be submitted promptly to insure consideration for the position. All application materials will be reviewed. The candidates with background and experience that are considered the best fit for the needs of the Court will be submitted to the interview panel for consideration. Applicants may be required to participate in one or more interview panels and a written exercise during the decision-making process. Please note that Court employment is contingent upon successful completion of a background check, a drug screen test and the provision of appropriate identifying documents to certify eligibility to work in the United States.

The Superior Court of Mendocino County is an Equal Opportunity Employer

Thank you for your interest.