



## **Erasmus Student Work Placement in the UK**

EMPLOYER INFORMATION		
Name of organisation	Stealth Translations Ltd	
Address inc post code	Unit 25 LEDCOM, Larne, Co.Antrim, BT40 3AW	
Telephone	02828267103	
Fax	N/A	
E-mail	info@stealthtranslations.com	
Website	www.stealthtranslations.com	
Number of employees	6	
Short description of the company	We provide high quality, competitively priced translation services to organisations across a wide range of industry sectors, which mainly comprises of medical, legal, engineering and marketing, who require linguistic services for marketing, legal, informational and operational purposes. We utilise industry specific, trained native language speakers, along with cutting edge technology and industry standard processes to deliver accurate and timely translations to many market leading companies and agencies. With headquarters based near Belfast in Northern Ireland, sales representatives in Italy, Germany and the USA, we are strategically positioned to serve the global market with linguistic services.	
CONTACT DETAILS		
Contact person for this placement	Stephen Weir	
Department and designation / job title	Director	
Direct telephone number	02828267103	
E-mail address	info@stealthtranslations.com	
Application Procedure		
Who to apply to (including contact details)	Stephen Weir	
Deadline for applications	NA	

Application process	Submit a CV and expression of interest via email to info@stealthtranslations.com indicating dates of participation with
	Stealth Translations.
Other	

Please provide as much information on the placement as possible – too much information is better than not enough!

PLACEMENT INFORMATION		
Department / Function	Production / Translating	
Description of activities	Collaboration on translation projects for various customers and learn from the feedback provided by professional revisers after translations are vetted through our Quality Assurance processes. Backup projects in the event there is a downturn in jobs covered by the applicants language pairs would be translating marketing materials such as the Stealth Translations website, brochures, legal documents, employee handbook, ISO 9001 documentation. Other tasks will allow experience to be gained in project management and desktop publishing.	
Location	Unit 25 LEDCOM, Larne, Co.Antrim, BT40 3AW	
Start Date	2014	
Duration	3-12 months	
Working hours per week	35	
Accommodation (please select)	X Student to make own arrangements	
Details of financial and "in kind" support to be provided		
Other		

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS		
Languages and level of competence required	Fluent in English Native in <b>ONE</b> of the following:	
	<ul> <li>French</li> <li>German</li> <li>Spanish</li> <li>Swedish</li> <li>Norwegian</li> <li>Danish</li> <li>Finnish</li> <li>Dutch</li> <li>Portuguese</li> <li>Japanese</li> </ul>	
Computer skills and level	Proficient with Word and Excel.	
of skills required	Experience with CAT tools desirable.	
Drivers license	N/A	
Other		

INFORMATION PROVIDED BY		
Name	Stephen Weir	
Department / Function	Director	
E-mail address	info@stealthtranslations.com	
Phone number(s)	02828267103	
Date	14/11/2013	

Please return this form by email to erasmus@britishcouncil.org