



Job Description

Position: Medical Interpreter (Japanese-speaking, JLPT N1)

Location: Bangkok

Working Date and Time: 5 Working Days (2 shifts: 9:00-18:00 and 13:00-22:00), Shift 13:00-22:00 pm can work from home.

Salary range: 65,000 - 70,000 THB/Month

Key Responsibilities:

1. Translation Services:

Support translation services for patients and doctors/nurses.

· Accurately convey the doctor's diagnosis and treatment plan to the patient.

Explain complex medical information concisely and clearly.

2. Consecutive Interpretation:

- Provide consecutive interpretation, beginning after the speaker has finished a series of words or sentences.
- Take detailed notes while listening to the speaker to ensure accurate interpretation.

3. Cultural and Linguistic Resource:

- Serve as a cultural and linguistic resource for both patients and healthcare providers.
- Recognize and address cultural sensitivity issues, ensuring confidentiality at all times.

4. Patient Privacy:

- Maintain patient privacy and confidentiality in all interactions.
- Manage translations for forms, medical directives, and other necessary documents.

5. Clinic Operations and Administration:

- Oversee the operations and administration of the clinic.
- Take on administrative responsibilities related to general operations and the medical team, including reception and pharmacy duties.

Qualifications:

- Proficiency in Japanese (JLPT N1 certification required).
- At least 2 years working experience in Customer Service or Interpreter.
- Excellent communication and interpersonal skills.
- Ability to handle sensitive information with discretion.

Benefits:

- Transportation Allowance
- Perfect Attendance
- Mobile Phone Allowance
- Health Insurance
- Annual Leave

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