

**FEDERAL PUBLIC DEFENDER
DISTRICT OF NEW MEXICO**

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POSITION ANNOUNCEMENT

Spanish – English Legal Interpreter - Las Cruces

2018-06

The Federal Public Defender for the District of New Mexico is accepting applications for the position of Spanish-English Legal Interpreter for the Las Cruces office. One position is available with a starting salary range of JSP 9-14, currently yielding \$50,598 - \$103,106. The Federal Public Defender operates under the authority of the Criminal Justice Act (CJA), 18 U.S.C. §3006A, to provide defense services for indigent persons in federal criminal cases and related matters in the federal courts.

The Spanish Interpreter provides oral and written interpretation and translation services (to and from English) between members of a defender organization defense team and its client(s). State Court Certification required; Federal Court Certification preferred.

Primary Job Duties:

The Interpreter must be able to interpret/translate legal documents, correspondence, transcripts, treaties, psychological, medical and other forensic reports and records, foreign documents, legal provisions and other case related documents; audio and video tape recordings; attorney-client interviews, witness interviews, telephone conversations and jail visits; official court proceedings, pre-sentence interviews and interviews with other government officials, as permitted by the court.

The Interpreter must maintain the confidentiality of all interpreted communications and the fact of such communications, at all times; assists the attorney to understand the cultural background of the client, based on the country of origin, as well as his/her level of comprehension with regard to the judicial process of the United States. Helps the attorney establish a professional relationship with the client or witnesses; remains impartial in all situations, interpreting accurately and completely, without regard to the content of the communication; schedules his/her time to accommodate the needs of staff members who require assistance in and out of the office and performs all other duties as assigned. Some travel may be required.

Qualifications:

Applicants must have a high school degree or equivalent and the requisite experience. State Court Certification required; Federal Court Certification preferred. Ideal applicant will possess a minimum of five years of interpreter experience. The individual must be able to perform each essential job duty satisfactorily. The job requirements are representative of knowledge, skills and/or abilities necessary to perform the essential functions of the job.

This is a full-time position with federal salary and benefits. The position is subject to mandatory Electronic Funds Transfer (direct deposit) participation for payment of net pay. Salary commensurate with qualifications and experience. All résumé information and certifications will be verified during the interview process. Final appointment is subject to a satisfactory background investigation.

In **one** PDF document, please submit a statement of interest and detailed resumé of experience with at least three references to:

Melissa Read, Administrative Officer

FDNM-HR@fd.org

Reference **2018-06** in the subject.

Applications must be received by June 29, 2018. Positions will remain open until filled and are subject to the availability of funding.

**No phone calls please. Submissions not following this format will not be considered.
Only those selected for interview will be contacted.**