

POSITION: WIC Spanish Translator/Interpreter in Sanpete County
STATUS: Part-Time
DEPARTMENT: Nursing Services
SALARY: \$14.47+ DOE
OPEN: 4/4/2022
CLOSES: When filled, first review of applicants 5/2/2022



JOB SUMMARY: Under the direction of the Division Director, a WIC translator is a support person who provides effective communication between the WIC participant and the WIC staff person.

ESSENTIAL FUNCTIONS:

- The selected role should assure effective communication between the WIC participant and the WIC staff person.
- The interpreter interprets everything that is said, exactly as it is said. Nothing is added, omitted or changed.
- Participate in required trainings.
- Promotes and protects the health and wellness of the people within the Department's jurisdiction by functioning within the framework of statutes, policies, rules, and regulations of the State of Utah pertaining to Local Health Departments.
- Comply with privacy and security requirements.
- Must be able to drive throughout the district and state using either a department vehicle or, if necessary, a personal vehicle.

QUALIFICATIONS:

- Must have a high school diploma.
- Must be able to fluently speak, read, and write Spanish.
- Must be able to develop and maintain cooperative working relationships with department staff, partner agencies, and the public.

ADDITIONAL QUALIFICATIONS:

- Must pass a criminal history background investigation.
- Must possess a valid Utah Driver License; out of state personnel are required to obtain a valid Utah Driver License within sixty days of hire date.

This description lists the major duties and requirements of the job and is not all-inclusive. Applicants may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

To Apply: Applications may be obtained from the Central Utah Public Health Department Richfield office or at centralutahpublichealth.org Completed applications can be submitted in person, by mail to Angie Knaphus at 70 Westview Drive, Richfield, Utah, 84701 or email angieknaphus@utah.gov. Applications must be received by close of business on the job closing date in order to be considered. Hours of operation are Monday through Thursday 7:30 AM to 5:30 PM and Fridays from 8:00 AM to 5:00 PM. For more information, contact Nathan Selin at (435) 896-5451 ext. 342. Central Utah Public Health Department is an Equal Opportunity Employer.