

**Interpreter (English-Spanish Language)**

**Published Date:** Aug 21, 2025

**Location:** US

**Company:** Los Angeles Unified School District

**SALARY DETAILS**

Minimum: \$36.74 Hourly

Maximum: \$44.96 Hourly

**APPLICATION FILING DATES**

August 21, 2025 - September 7, 2025

**INFORMATION ABOUT LAUSD**

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life. LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

**LAUSD Employees:** Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network (VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213) 241-5200.

**DEPARTMENT OR SCHOOL SITE****Translations Unit**

Los Angeles Unified School District Headquarters

Address: 333 S Beaudry Ave, Los Angeles, CA 90017

**BENEFITS**

**Insurance:** Paid premiums for your choice of several medical, dental, vision, and life insurance plans.

**Retirement:** Membership in the California Public Employee Retirement System (CalPERS).

**Vacation:** Full-time employees earn up to two weeks of paid vacation to start. Three weeks after five years of year-round paid service.

**Paid Holidays:** Up to 13 days.

**NOTE:** Positions in this job classification may be offered on an 10 month basis - salary and paid time off for 10 month positions will be adjusted accordingly.

### **JOB DUTIES/RESPONSIBILITIES**

An Interpreter (Spanish Language), provides oral communication between speakers of English and Spanish during formal meetings before the Board of Education and at other District, school, and community meetings and in one-to-one situations.

#### **Typical duties include:**

- Providing simultaneous and consecutive interpretations at school, community, and District meetings; press conferences; and in legal situations, such as Board of Education meetings, Individualized Education Program conferences, and expulsion/suspension hearings.
- Providing “voice-over” narration in Spanish for educational television programs.
- Interpreting idiomatic and formal terminology in English and Spanish.
- Answering inquiries and interpreting and explaining the meaning of words and phrases.

**NOTE:** This is not an exhaustive list of the responsibilities of this position. For a comprehensive list of duties performed in these classifications, please visit <http://bit.ly/4oCf9Hv>

## **MINIMUM REQUIREMENTS**

### **EDUCATION**

Graduation from high school or evidence of equivalent educational proficiency.

### **EXPERIENCE**

Two years of experience providing simultaneous\* and consecutive oral interpretations in English and Spanish during group meetings and in one-to-one situations.

*\*Simultaneous Interpretation: when an interpreter translates the message from the source language to the target language in real-time, without waiting for the speaker to pause.*

### **LANGUAGE REQUIREMENT**

An Interpreter (Spanish Language) must be able to speak fluent Spanish and English.

### **SPECIAL**

A valid driver's license to legally operate a motor vehicle in the State of California and the use of private transportation, or the ability to utilize an alternative method of transportation.

### **DESIRABLE QUALIFICATIONS**

The ideal candidate for the Interpreter (Spanish Language) position is a highly skilled individual who is fully proficient in both English and Spanish, **with the ability to perform simultaneous and consecutive interpretations in a variety of settings**. This individual demonstrates strong knowledge of both idiomatic and formal language usage and can communicate clearly and distinctly in both languages.

The ideal candidate will be able to:

- Provide accurate and impartial interpretations during group meetings and one-to-one conversations.
- Listen attentively to lengthy passages in English or Spanish and repeat the information faithfully for the intended audience.
- Perform simultaneous translation, listening in one language while conveying the message in the other with accuracy and ease.
- Maintain strict confidentiality and impartiality in all situations.
- Build effective working relationships with District personnel, students, families, and members of the public.

### **EMPLOYMENT SELECTION PROCESS**

The employment selection process for Interpreter (Spanish Language) may consist of an interpretation simulation, a technical interview, and other test parts as needed.

### **TESTING PROCESS**

- You will be invited to take these assessments online and/or in-person and all applications will be required to submit a Candidate Confidentiality Form prior to testing. Failure to submit these forms before the given deadline will result in the withdrawal of your application from the selection process.
- Your test scores from these assessments will be banked and used for final calculation.
- You must receive PASSING SCORES on all TEST MODULES, for all the assessments, to remain in the selection process.
- Candidates who receive a failing score on any test module will NOT be eligible to move forward in the selection process.
- The technical interview may be worth 100% of a candidate's overall score and will be used to rank order candidates on the resulting eligibility list.
- If you are successful on all the assessments and meet the minimum education requirement, you will be added to the eligibility list provided you submit the High School diploma when requested during the recruitment process.

- The hiring departments have requested that we proceed with the selection process in a quick and timely manner. To honor this request, we will be adhering to a pre-planned employment assessment schedule.

**Please be sure to include correspondence from @lausd.net and @successfactors.com as approved senders so that messages aren't accidentally placed into your spam/junk e-mail folder.**

### **APPLICATION PROCESS**

To apply, click the "Apply" button at the top right corner of this page and log into the application management system; then, (1) click on each of the dropdown tabs and complete the requested information; and (2) submit your application by clicking on the "Apply" button at the bottom of the page to complete the application process, or click "Save" to save your application to complete at a later date.

### **DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?**

Email us at [helpmeapply@lausd.net](mailto:helpmeapply@lausd.net)

To find out whether the application deadline has been extended, visit the website at: <http://www.lausdjobs.org>

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion. Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

### **ADDITIONAL POSTING INFORMATION**

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months.

The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance. For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

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