

SCHWEIZERISCHE NATIONALBANK
BANQUE NATIONALE SUISSE
BANCA NAZIONALE SVIZZERA
BANCA NAZIUNALA SVIZRA
SWISS NATIONAL BANK 

The Swiss National Bank (SNB), as an independent central bank, conducts a monetary policy that serves the interests of the country as a whole. It ensures price stability and helps to create the conditions for favourable economic development.

Head of English Language Services (80–100%)

Your responsibilities in this management position include:

- Leading the unit, managing an established team of translators and ensuring the unit performs its tasks in a reliable and effective manner;
- Coordinating with the team's external translators;
- Translating and revising a wide range of texts from German (and occasionally French) into English, with a strong focus on economics and finance, as well as editing texts written in English;
- Providing quality assurance.

Your profile for this challenging and varied position:

- English native speaker, excellent translation and editorial skills, fluency in German (a good command of French an advantage);
- Degree in translation or an equivalent university degree;
- Strong organisational skills, ability to work under pressure, keen eye for detail, flexibility, team player;
- Management experience plus at least five years of translation experience in the areas of economics and finance as well as in-depth knowledge of the subject matter;
- Experience with translation software (SDL Trados).

This is a responsible, varied and challenging position. You will be working in a friendly, collaborative environment within an organisation that will support and encourage you in your personal and professional development. We offer attractive employment conditions and our offices are situated in a prime location in the heart of Zurich.

We look forward to meeting you. Please send your cover letter and full application using our [online application tool](#).

Schweizerische Nationalbank

Human Resources | Katrin Kuster
Tel. +41 58 631 34 67

www.snb.ch