

## QUESTIONNAIRE FOR PROSPECTIVE INTERPRETERS

Full Name: \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security/Taxpayer ID Number \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_

Telephone Number: Day \_\_\_\_\_ Evening \_\_\_\_\_

Fax \_\_\_\_\_ Pager \_\_\_\_\_

Cellular \_\_\_\_\_ E-mail \_\_\_\_\_

Education (all schools above elementary):

<i>School</i>	<i>Location</i>	<i>Year(s) Attended</i>	<i>Degree</i>

Do you have any particular training, certification or other credentials as an interpreter? yes  no  (if yes, describe; list language or interpreting courses taken, name/ location of school, dates attended, certificates awarded, and name of agency or organization granting certification)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Linguistic ability (for each language you wish to be considered for - use additional sheets, if necessary):

<i>LANGUAGE</i>	<i>Dialect (if any)</i>	<i>Read</i>	<i>Write</i>	<i>Speak</i>	<i>Interpret</i>	<i>Level of Proficiency</i>

In what country were you born? \_\_\_\_\_ In what country were you raised? \_\_\_\_\_

How many years have you lived in the United States? \_\_\_\_\_ Are you a U.S. citizen? yes  no

What is your native language? \_\_\_\_\_

If not English, how did you learn English? \_\_\_\_\_

If not the language you interpret, how did you learn the language ? \_\_\_\_\_

Do you belong to any associations of professional interpreters? yes  no  (if yes, specify) \_\_\_\_\_

Can you interpret simultaneously? yes  no  Can you interpret consecutively? yes  no

Do you work full-time or part-time as an interpreter? yes  no

If no what is your primary employment? \_\_\_\_\_

Have you ever worked as a conference or seminar interpreter ( staff or free-lance) for the Office of Language Services of the United States Department of State, or the United Nations, or related agencies for which examinations are a condition of employment? yes  no  If "yes" please specify below. Use back of sheet if more space is needed.

\_\_\_\_\_  
\_\_\_\_\_

Have you interpreted in FEDERAL court before? yes  no  How many times? \_\_\_\_\_

In criminal court? yes  no  In this district? yes  no

Have you interpreted in any STATE/ LOCAL court before? yes  no  How many times? \_\_\_\_\_

In criminal court? yes  no  List the courts in which you have interpreted \_\_\_\_\_

Have you interpreted in any other court or administrative proceedings before? yes  no  How many times? \_\_\_\_\_

List the courts or administrative proceedings in which you have interpreted \_\_\_\_\_

Have you read and understood the Code of Professional Responsibility for Court Interpreters? yes  no

*Please include a current resume and three (3) written recommendations which speak to your character and ability to interpret in the language(s) for which are applying.*

I hereby certify that the above information is true and correct and I wish to be considered for inclusion on the Interpreter Services Roster used to make assignments for court interpreters' services in the United States District Court for the Eastern District of Pennsylvania.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**NOTE CONCERNING TAXPAYER IDENTIFYING NUMBER**

You are hereby notified, pursuant to the Privacy Act of 1974, Public Law No. 93-579, Section 7(b), 88 Stat. 1996, 1909, that disclosure of your social security number is mandatory. The authority for the solicitation of your number is IRC, Sections 6041, 6109, and 26 CFR, Section 301.6109-1 (1978). The Director of the Administrative Office of the United States Courts will use your social security number to make information returns to the Secretary of the Treasury.