



Exciting internship at Danish-owned translation agency in Málaga

COMUNICA, a boutique Nordic-owned translation agency based in Málaga, is offering internship opportunities for translation students and recent graduates for a period of **3-6 months**.

We can offer you a focused internship in a very dynamic translation industry. **You will receive training** in the industry's most innovative CAT tools and gain an insight into what it means and takes to work as a professional translator. You would:

- Gain hands-on experience with professional translation, proofreading, and subtitling.
- Work with real client projects using industry-standard CAT tools.
- Learn about project management, vendor and quality management, and quality assurance processes in a professional LSP environment.
- Receive regular feedback and mentoring to support your professional growth.
- The intern's primary function will be to carry out translation projects from English into their mother tongue, but there is also an opportunity to practice other skills, for instance writing skills with copywriting tasks, project management and various marketing tasks.

Languages we work with most often include Nordic languages (Danish, Finnish, Norwegian, Swedish), as well as German, Dutch and French.

Why do an internship?



Working as an intern is an excellent opportunity to gain valuable work experience, begin building a network and achieve coherence between theory and practice. An internship is therefore a valuable contribution to your CV and can be that *little extra something* that sets you apart from the crowd.

What can COMUNICA offer you?

We make a point of being able to offer you relevant work experience and to give you a taste of what a career in the translation industry entails. In addition to interesting and challenging work tasks, you will receive a thorough introduction and continuous training by our experienced employees. You will also be trained in several of the leading CAT tools in the industry, which you will work with daily.

In addition, you will be working in a young and vibrant work environment with good opportunities to get involved in many interesting and exciting tasks.

Examples of tasks: Translation tasks (mainly from English into your mother tongue), proofreading and copywriting as well as planning and carrying out marketing activities, including social media. Project management is optional to learn.

Geographical location: Our office in Fuengirola (in the Malaga province) in Spain.

General information:

- Duration of stay: Generally 3 to 6 months, but we are also very interested in candidates who can stay longer. We prioritize candidates who can stay longer than 3 months.
- Intake: As soon as possible or when it fits into your course of study.
- Housing / lodging: You are responsible for finding your own accommodation, but COMUNICA is happy to assist with this process.
- ⚠ *Please note that unfortunately we are not able to offer financial compensation for this internship.*

ERASMUS

We highly recommend that you apply for an Erasmus grant to supplement your income. All our interns have been successful in obtaining either an internship or a traineeship grant.



Application process

Please send your application with CV and photo to: interns@comunica.dk and vendormanager@comunicatranslations.com

The application must include the following information:

- Reference to where you found the job advertisement
- Tasks you would like to work on and what you can offer
- Time period during which you are able to work
- CV with details of education, latest grades, work experience and relevant courses.
- We look forward to receiving your application! If you are selected as an intern candidate, we will send you a short translation test as part of the vetting process.

This is a great opportunity to build practical skills, strengthen your CV, and experience life at a fast-growing international translation agency.

More information on our Internship Page:

- <https://comunicatranslations.com/translators-internship-professional-translator/#:~:text=COMUNICA%20is%20currently%20looking%20to,bot h%20university%20students%20and%20graduates>.

We look forward to hearing from you,

Paula Kalfirtova

Vendor and Quality Manager

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Read here feedback from our former interns:

Dominick Steffensen, Danish Intern from August 2018 – January 2019, Master's in Communication and Danish, Roskilde University.

"My internship at Comunica Translations was a very beneficial and educational experience and I had a great time during my 5 months stay. It is a great workplace with incredibly friendly coworkers who are always there to assist you with anything. If you enjoy working with languages and translations, Comunica is the place to be. You get an opportunity to try a variety of assignments in the translation field, which assures that you get an insight to the complexity and features of different types of translations. So, if you are the type of person that thrive in workplace with a great atmosphere, love being hands on with things and maybe have it easier with learning in practice, I would strongly suggest applying for an internship at Comunica Translations. You will not regret it. Plus, it is not the worst thing that it is located in the south of Spain."

Frederik Fuglsang, Danish Intern from August 2018 – January 2019, Master's in Communication and Danish, Roskilde University.

"For my 6 months internship I had the privilege to work at Comunica. The internship has been extremely enriching and rewarding and has given me some valuable practical experience to complement my studies. As an intern I was instructed in the use of different CAT-tools, while working with a wide range of interesting and challenging translation tasks. Apart from translation I was also given the opportunity to contribute to various communication tasks such as creating newsletters, slogans and content for their new website. I have benefited greatly from my time in Comunica both professionally and personally. I have not only improved my translation skills and gained a comprehensive insight into the industry - I have also learned what it takes to be a part of professional team. Last but not least I have to point out the working environment in Comunica which was really comfortable due to a bunch of very competent and helpful colleagues who made me feel as a part of the team from the very first day."

Sebastian Malthe Hansen, Danish Intern from 1st September to 1st December 2018, Master's Degree within Intercultural Studies Latin America at Aarhus University, School of Business and Social Sciences.

"During my three months as an intern at Comunica, both my goals and expectations as well as Aarhus University's requirements were fulfilled."



Already from the first day in the office, I was given a lot of responsibility as well as co-determination regarding the many different translation projects, I was working on daily.

My workday as an intern at Comunica would normally start by checking emails in Outlook followed by planning the first projects of the day. I also discovered from the very first day that I could ask my colleagues for advice at any time. The comfortable working environment and cheerfulness of my colleagues as well as everyone's professional approach made me feel like I was never alone and never needed to feel at a loss regarding a translation project.

It was also my impression that Comunica encourages and supports the social cohesion of their staff. Hence, once a month (usually the first Thursday of every month) an After-Work event is organised, where colleagues meet up for a beer and a couple of tapas. It felt like a good mixture of the Danish hygge tradition and the Spanish way of life, where a beer after work is a common occurrence. The events seemed to be very popular, and it was really nice to meet up with colleagues outside of our working environment.

I can wholeheartedly recommend Comunica to others, who are passionate about translation. If you are looking for an internship with plenty of responsibility and co-determination as well as a highly professional working environment filled with both smiles and laughter, Comunica is the right place for you."

Natascha Pustelnik, Danish Intern from the 26th June until the 25th August 2017, Master's in International Business Communication in Spanish, Aarhus University, School of Business and Social Sciences.

"I had my internship at Comunica from the 26th June until the 25th August, and even though I was there for only nine weeks, I learned a lot from my stay. From the very beginning, I got to try my strength on different CAT tools and small test jobs, just to get a feeling of how things work, and within a short time, I was thrown into it, which – to me – seems like the best way to get going. Of course, I received a thorough introduction to the major CAT tools and, quickly, I felt comfortable using CAT tools such as Trados, Memsource and, especially, memoQ. Little by little, I got to take on bigger and more interesting translation jobs that were somewhat more challenging than the smaller and more identical jobs. To me, the most important part of the internship was getting to know the three major CAT tools and not, as one might expect, the linguistic part. Furthermore, I quickly realized just how structured you need to be to work in this field, and just how good you need to be to handle stressful situations and manage periods with huge work amounts – and I enjoyed every moment! It was great to get insight into the vibrant translation industry, the work as a translator and proof-reader, and it was inspiring to be surrounded by hardworking people who are very enthusiastic about their area of work.



All in all, my internship has been very giving, and I will recommend anyone who has a flair for language to apply for an internship at Comunica."

Guri Birgitte Poulsen, Danish Intern from October 2015 until March 2016, Master's in Translation and Interpretation, Aarhus University, Business and Social Sciences.

"I have benefited enormously from my internship with Comunica. Through the internship, I have received an insight into the translation industry, I have been instructed in the use of various CAT-tools and most importantly, I have developed and improved my translation skills. My tasks as an intern were varied and challenging, and my work always felt valued. I was able to work independently from the beginning while knowing that I could always ask for help if I needed it. Comunica offers a very comfortable working environment, and everyone made me feel welcome from the first day, so the overall experience has been nothing but positive."

Artina Christensen, Danish Intern from June 2015 until December 2015, Aalborg University.

"My 6 months internship at COMUNICA has by far been the best and most fruitful semester throughout my studies. I am more than grateful to have had the experience of; working with both exciting and challenging translation tasks on an equal footing to professional translators; working with CAT tools on a daily basis; and gaining insight to COMUNICA's marketing activities. At the same time, I was surrounded by professional, international, and indeed helpful colleagues – I will definitely miss being part of the COMUNICA team!"