

Job Title: French Language Consultant

Job Type: Contract - 2 Months

Experience: 0-5 years

Candidates must be available to start immediately

Please call on the number below for further information

Job responsibilities:

A. Analysis

Analysing the content provided and preparing reports for the same
Capturing of the details in matrix formats or any other format suggested as per the client requirements
Updating the matrix format or any other format suggested as per the client requirements

B. Preparation of Summaries

Preparing summaries based on pre-agreed guidelines from the client
Summarization of key terms used in matrix formats or any other format suggested as per the client requirements.
Updating the matrix format or any other format suggested as per the client requirements

Appreciate your time and effort

For further queries you can reach out to **9100027071** or email us hr@quislex.net

Regards

Team HR

Quislex Legal services.

NOTE: This is for the purpose of Alliance Francis Internal Communication and not to be re-represented elsewhere