

Back office language experts

Wlingua is a young start-up company with a focus on providing online language learning services. Since its foundation, the main activity of the company has revolved around the creation and development of an innovative e-learning platform, whose added value relies on our innovative and effective methodology, which is to be found in all the main devices ranging from mobile to PC. This being our core activity, our ultimate aim is to change the way in which languages are learnt through the use of the latest technologies and the wide range of possibilities they offer.

- We are looking for native language experts in **English, German, French, Italian and Portuguese**. In order to be considered for the role applicants will be from a Translation / Linguistics background with **proven teaching experience their mother language as a foreign language** and an excellent knowledge of their own mother tongue's grammar.
- Key responsibilities of the role will cover maintaining and developing existing courses, defining new contents for new courses, and providing quality control. You will lead your own projects and team and will follow up on their work and performance.

The successful candidate will ...

- be a **native speaker of English, French, Italian, German or Portuguese**. Although not essential, **knowledge of other languages in addition to fluent English would be beneficial**.
- have an academic background in languages, proven previous teaching experience, ideally an experience developing teaching materials
- have basic IT skills (ideally back office experience)
- have the **ability to work autonomously** and to easily **anticipate and picture learners' potential difficulties** and provide suitable clear explanations from a basic to an advanced level.
- possess excellent organisational and analytic skills.

We are based in Bilbao and work Monday to Wednesday 7 am to 3 pm, Thursdays and Fridays 7 am-2 pm. We offer a stable position, a competitive salary and the opportunity to develop your career in a small emerging company.

Please send your application to maria.wlingua@gmail.com before 10th August 2015. Don't forget to attach your CV and introduce yourself describing your interests, the languages you master and your academic background.

Please include the answer to the following questions:

- What is your native language?
- What is your experience teaching languages? (how many years, students' needs, working environment)
- Can you provide easy-to-follow explanations of grammar topics in your mother language?
- Please name and explain an aspect / phenomenon of your mother language that doesn't exist in other languages.
- What do you like most about teaching?
- How do you like doing back office work?