



TWENTIETH JUDICIAL CIRCUIT OF FLORIDA

ADMINISTRATIVE OFFICE OF THE COURTS

LEE COUNTY JUSTICE CENTER

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MICHAEL T. McHUGH
CHIEF JUDGE

SCOTT A. WILSKER
COURT ADMINISTRATOR

**THIS NOTICE SERVES AS A SOLICITATION FOR CANDIDATES TO PROVIDE
SERVICES AS CONTRACT COURT INTERPRETER FOR
CHARLOTTE, COLLIER, GLADES, HENDRY AND LEE COUNTIES**

The Twentieth Judicial Circuit, Administrative Office of the Courts, is seeking Certified Court Interpreters interested in entering into a contract with the Administrative Office of the Courts for provision of as needed services as Certified Court Interpreter in the SPANISH, HAITIAN CREOLE or other spoken language. The contractual hourly rate will be determined based upon language level of certification. Mileage for out of county travel, lodging and travel expenses for out of circuit travel will be reimbursed. This is NOT a solicitation for employment and no employment benefits are provided.

Minimum requirements:

- Must be registered with the Court Interpreter Certification and Regulation Program(CICRP) of the Office of the State Courts Administration (OSCA), Florida State Courts System. Certified Court Interpreters preferred. For more information about the State of Florida Certification program, please visit <https://www.flcourts.gov/Resources-Services/Court-Services/Court-Interpreting/Prospective-Court-Interpreters>.
- Must pass a criminal background check.
- Must be registered to do business in Florida in MyFlorida.com.
- Must have the ability to provide interpreter services in the Twentieth Judicial Circuit.

You will need to provide a resume, cover letter explaining interpreting experience, hours available to devote to contractual services, basis for being considered a qualified candidate, and any specific payment requests. Please do not apply on-line.

Contact Information:

Millie Rutkiewicz, Supervising Court Interpreter
Administrative Office of the Courts
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(239) 533-1580
Interpreter@ca.cjis20.org