

# JF Business Sarl LANGUAGE SERVICE

Our translation and Interpretation Languages:

## a) International Languages

- ✚ English
- ✚ French
- ✚ Arabic
- ✚ Spanish
- ✚ German
- ✚ Portuguese
- ✚ Chinese

## b) Local Languages

- ✚ Hausa
- ✚ Djerma and others

Our work languages are French and English. However to facilitate the communication with local populations, we speak local languages with illiterates clients.

The language service is made of 4 major activities that are:

### 1. Translation :

It is concerned with the translation of any type of documents (administrative, legal, political, scientific, literature and economic.) in the international as well as local languages. We have the best prices of the moment. Please visit the cost catalog.

### 2- Interpretation

It includes the simultaneous, consecutive and whispering Interpretation during the conferences, workshops, trainings, field missions and private, political, business, tourist, shopping activities. We have a young dynamic team which is ready to travel. We do have all the administrative and legal documents allowing us to travel at any time.

### 3- Training

It is mainly conducted in two languages that are French and English. However, if need be, we train in other languages because at **JF BUSINESS SARL** the client is a treasure. In addition and in collaboration with our partners, we train in other areas that are IT, photo documentation etc...

Duration: It is a two (2) months accelerated training but according to the assimilating capacity of the client, it can be extended up to 3 months.

The training program is designed with respect to the availability and expectations of the client, following a placement test. It is at 80% an oral base training program.

## **4- Conference organization**

We just need to have an overview of your budget and TOR then we organize your meeting. This includes.

- Flight Tickets booking
- Hotel Booking
- Booking Conference rooms and sites for field missions
- Cars for vessels (minibus, bus, 4x4 etc.)
- Booking interpretation equipment
- Booking hostesses for the meeting.