 **ACTFL/ILR OPI Freelance (Contract) Tester Application**

Please fill out the questions in this brief form as honestly and completely as possible. If you have any questions, you will have a chance to enter them on the last page of the form.

**Personal Information and Education:**

1. Please enter your contact information below. If you reside in Canada or other foreign country, please enter additional information in the City/Town field (Town/Province)

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/Town: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Native Language: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Country of Origin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. For which language are applying to become a tester? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In which skills are you proficient in this language

Language: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Listening and Speaking: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reading: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Writing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have the capacity to type (on a computer) in this language?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Are there other languages that you speak fluently and would be interested in working with on future assignments with ACTFL? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What is your current status in the US (i.e. US Citizen, Green Card Holder, Visa Type)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. What is your highest level of education? What was the language of instruction of your

education? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Experience in the Language Field**

1. Please describe your experience in the following areas:

 Language Teaching \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Translation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Interpreting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Have you worked as a language tester before? If yes, please describe.
2. Have you had any previous training in OPI testing? If yes, please describe.
3. Have you had any previous training in rating using the ILR proficiency scale for speaking? If yes, please describe.
4. Do you work in any way with language learners from the US military or government? If yes, please describe.
5. All training is conducted in English and testers are expected to have advanced professional communicative ability in English. Please describe your proficiency and abilities with the English language.

**Availability**

1. All testing is conducted between the hours of 9-3 (Eastern Time) Monday – Friday. Testers must be able to commit to being available for at least 10 hours per week during this time. What is your availability and time zone?

Time Zone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Monday: \_\_\_\_\_\_\_am/pm to \_\_\_\_\_\_\_\_\_ am/pm

Tuesday: \_\_\_\_\_\_\_am/pm to \_\_\_\_\_\_\_\_\_ am/pm

Wednesday: \_\_\_\_\_\_\_\_ am/pm to \_\_\_\_\_\_\_\_\_ am/pm

Thursday: \_\_\_\_\_\_\_\_\_am/pm to \_\_\_\_\_\_\_\_\_\_ am/pm

Friday: \_\_\_\_\_\_\_\_\_ am/pm to \_\_\_\_\_\_\_\_\_\_ am/pm

1. How long can you commit to being available at the times you indicated in question 1?

(example: 2 months, 6 months, 1 year, indefinitely, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Testers in languages other than French, Spanish, and Arabic will not receive consistent work from this opportunity but rather will receive short bursts of work every few months. Even when not receiving work, it is expected that testers provide their availability. Please state if you are able to handle such a situation. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Do you have plans to be out of the country or otherwise unavailable for any extended period of time?
3. Are you available for testing assignments during the summer?

**Technological Proficiency**

1. Do you have a landline telephone at your home or office (or where ever you plan to carry out testing)?
2. Please describe your general aptitude for technology.
3. Please rate on a scale of 1-5 how comfortable you are using internet based applications (5 being the most comfortable).

**Training**

1. This training is generally broken up into 2 four day sessions completed no more than one month apart. The sessions are generally scheduled over a Thursday-Sunday period. Are you available to attend training on **October 8-11 and November 5-8**?
	1. October 8-11, 2015 \_\_\_\_\_\_\_\_ yes \_\_\_\_\_\_\_ no
	2. November 5-8, 2015 \_\_\_\_\_\_ yes \_\_\_\_\_\_ no

The information contained in this application is correct to the best of my knowledge.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_