

Joboffer dated from 11/11/2025

Junior Project Manager Translations

Field:	Localization / Translation
Type of employment:	Full-time
Entry date:	immediately
Zip Code / Place:	40215 Düsseldorf
Country:	Germany

Company data

Company:	Native Prime SAS
Street adress:	Hildebrandtstraße 3
Zip Code / Place:	40215 Düsseldorf



Contact Person

Name:	Friedrich Klemme
Position:	
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Job description

Native Prime is a game localization company with offices and recording studios in France, Italy, Germany, and Spain.



We are looking for a **Junior German PM** to join our team of project managers. You will work closely with a team of multilingual PM, handling game localization projects for major game developers and publishers.



Main tasks

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Quinke Networks GmbH
Bei den Mühlen 70
20457 Hamburg / Germany

- **Local Project Management (German teams).**

- Laise with clients and providers.
- Planning: Project analysis, scheduling, team selection according to tasks, budget and availability.
- Cost estimate, budget control.
- Risk analysis.
- File preparation in memoQ: file import, RegEx, filters, analysis, weighted analysis.
- Task progress.
- Query tracking.
- Final QA checks.
- Issuing PO.
- Post-mortem and quality control analysis.
- TB and TM maintenance.

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Other tasks☐☐☐☐

- Multilingual Project Management.
- Support for translation/proofreading tasks into German.

Your skills

- Excellent communication skills in German and English.
- Familiar with MS365 & CAT tools, especially memoQ.
- Organized and efficient.
- Flexible and reactive.
- Problem-solving attitude.
- Open to learn new workflows and capacity to adapt to different projects, requirements, and situations.

Extras

- Previous experience in project management.
- Experience in game localization.

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What we offer

- Full-time contract, 35-40 hours/week (to be agreed).
- Flexible schedule.
- Relaxed & inclusive workplace.
- Hybrid (on-site at our Düsseldorf office), possibility to go full remote after testing period (to be agreed).

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Salary dependant on experience, seniority, location, and weekly working hours.

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