



## OPPORTUNITY: TRANSCRIBER

Rivel is currently seeking a Transcriber for transcribing interviews from audio recordings for the firm's work for Fortune 500 companies. This position will be on a contract basis and will be done remotely.

### PRIMARY RESPONSIBILITIES:

- Transcribe audio recordings
- Coordinate with Transcription Manager on project deadlines
- Provide feedback on interviews to ensure accuracy

### REQUIREMENTS:

- Transcription experience (financial transcription experience preferred)
- Excellent written and verbal communication skills
- Strong attention to detail and accuracy
- Knowledge of Microsoft Word and internet research

Rivel Research Group is the premiere niche marketing research company focused solely on providing strategic investment community marketing research to publicly traded companies.

Founded in 1991, Rivel is recognized as the leader in objective, unbiased research that utilizes a mix of quantitative and qualitative data as the basis for its C-suite/Board level consulting.

Our rapidly growing client list includes some of the largest publicly traded companies in the world in a wide variety of industries.

### CONTACT:

Please email a resume and cover letter to [Mike Kolakowski](#)

*Click [here](#) for more info on Rivel*

*No phone calls please*

