Life as a

TRANSCRIPTIONIST

A transcriptionist listens to voice recordings and converts it into a written or electronic text document.

Here are some facts related to the process of transcription.

TYPE OF TRANSCRIPTION JOBS

- General Transcription
- Medical Transcription
- Realtime Transcription

52%

of all telecommuting employees are female

AVERAGE PAY

\$35,250 per year

\$16.95 per hour

BIGGEST BARRIERS TO GETTING STARTED

- Independent Contractor Status
- Employment Security
- Online Scams
- Untimely payment
- Lack of legitimate companies

AVERAGE AGE BY GENDER

- Male 29.6
- Female 48.5

EXPERIENCE

None (on-the-job training may be offered)

KEY SKILLS

- Listening
- Writing
- Time-management
- · Critical thinking
- Concentration
- Computer skills

JOB SATISFACTION

71% of transcriptionists are satisfied with their job

ENTRY LEVEL EDUCATION

Some college, no degree

SOURCES

Bureau of Labor Statistics Datausa



