

MARIA ELENA GUERRERO DECLEMENTI

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EDUCATION

French	Institut Français d'Amérique Latine (IFAL)	1971
German	Goethe Institut	1980
English Teacher (Diploma)	Mexican North American Institute of Cultural Relations	1971
Conference Interpreter and Translator (Diploma)	Berlitz Mexico	1975
B. A. in Business Administration	Universidad de las Americas	1989
Software Diploma Course	CNCI	2000
Computer Graphic Design	CNCI	2001
Gestalt Psychotherapy	Instituto Humanista de Psicoterapia Gestalt	2005
Photography and Editing (Diploma)	Fotografía Esencial	

COURSES

"Communication" (50 hours) Instituto para Directores de Empresas March 1977
"Oral and Written Language Planning and Organization" (20 hours) Universidad La Salle August 1981
"Personnel Administration" (36 hours) Asociación de Empresarios de Iztapalapa September 1983
"Internet" (3 hours) Teléfonos de México May 1998
"Human Development" Courses from April 1998 – December 2002
"Astrology" - 1 year
"Voice Training" - June – July 2008 – delivered by Sergio Alarcón (Founding Member of Colegio Mexicano de Intérpretes de Conferencias)
"New Spanish Spelling Rules" - March 2011
"Medical Text Translation" – September 2011
"Digital Photography" – (regular courses as of April 2011)
"Medical Interpreting", delivered by Laura Castro – August 2013
"Medical Interpreting by Speciality", delivered by Laura Castro – January 2014
"Interpretación Médica", delivered by Martha Siller – June – August 2014

MEMBERSHIPS AND CERTIFICATIONS

COLEGIO MEXICANO DE INTÉRPRETES DE CONFERENCIAS, A.C.



WORKING EXPERIENCE

CEMEX	January – Nov. 2007	Interpreter and Translator for SAP Implementation Project in Ireland, UK and Spain
CEMEX	Oct. – Nov. 2006	Interpreter and Translator for SAP Implementation Project in Dublin, Ireland; 2 interpreters reported to me.
INTERNATIONAL PAINT	June- December 1999	Project Leader and language facilitator for the implementation of MFG/Pro system
DE PIEL	1988 – 1999	Store Manager - Tasks: general management, purchasing, design, accounts payable, manufacturing and sale of leather goods and gifts
UNIVERSIDAD DE LAS AMÉRICAS	1986 – 1988	Special Events and Recruitment Coordinator
AMERICAN EMBASSY	1985 - 1986	Written translation and some Court Interpreting
TV AZTECA	1983 - 1985	Translation and proofreading of films from English and French into Spanish - Caption Process Supervisor
TELEVISIA	1977 – 1983	Film and special programs translation from English, French, German and Portuguese into Spanish
BUTLER – IMET	1981 and 1983	Translation of technical manuals and language facilitator for an American consultant. I also helped with minor purchases for a project in Michoacán state
C. D.O.M. (Mexican Olympic Committee)	1976 – 1977	Interpreting and translation of sport courses from English and French into Spanish - Interpreter and Translator Supervisor
ORGANIZACIÓN EDITORIAL NOVARO	1971 - 1974	Magazine translation from English into Spanish
INSTITUTO FEMENINO ZUMÁRRAGA	1973 - 1974	English Teacher in an Elementary School
ESCUELA PRIMARIA AMERICANA	1971 – 1973	English Teacher in an Elementary School

SAMPLES OF WRITTEN TRANSLATIONS

- ❖ Electrical Gauges - Technical Manual for Schlumberger
- ❖ Telecommunications Technical Manual for Comisión Federal de Electricidad
- ❖ Regulations for Mexicans who want to live permanently in the United States for US Embassy
- ❖ DD ToolBox Comprehension Test for Schlumberger
- ❖ Burgos Basin Technical Analysis Presentation for Schlumberger
- ❖ Several files in preparation for the creation of the New Merck (Merck & Schering-Plough merger)
- ❖ UNAM Registration Proposal in the World Heritage List
- ❖ Presentations for Gestalt Psychotherapy World Congress
- ❖ Daimler Chrysler Technical Manual
- ❖ DEA Intelligence Presentations
- ❖ Candidate Reports for executive positions – Amrop International
- ❖ New Radar System for Surveillance and Control of the National Airspace
- ❖ Multi Brand Sales Implementation Guide for MSD
- ❖ Planning, Supply and Distribution Manual for CEMEX
- ❖ TX SenseAbilities (Quarterly Publication about Visual Impairments and Deafblindness for Families and Professionals)
- ❖ Manual on Model Development and Implementation for CEMEX
- ❖ Valoran USA Market Research RFP
- ❖ Audit Report Summary for *Crédit Agricole*
- ❖ Economical Help Program for UN
- ❖ MFG/Pro Technical Manual for International Paint
- ❖ APC+ Technical Manual for Schlumberger
- ❖ Preparatory documents for the IV World Water Forum
- ❖ Software Manual for EQHO Communications Ltd using SDLX
- ❖ Birth Certificate – High School Certificate – Letter of Recommendation or a student, requested by the French Embassy
- ❖ Executive Coaching Manual
- ❖ Legal Contract for P&G
- ❖ Files on Network Marketing
- ❖ Legal Contract for CEMEX
- ❖ Files on Guadalajara – Manzanillo Pipeline Construction – PEMEX
- ❖ Global Beauty and Personal Care Trends
- ❖ Customer Satisfaction Questionnaire for HSBC Bank
- ❖ The Beginners Guide to Cigar Smoking
- ❖ Winding Machine Operators Course
- ❖ The "Voracious Appetite" of Online Learning
- ❖ Journal of Poultry Respiratory Protection for Schering Plough Animal Health
- ❖ Building Relational Maps in Executive Development Programs

- ❖ Battery Commissioning Procedure for TransCanada
- ❖ 10th Trilateral Conference for the Defense of Public Education
- ❖ How can we overcome the 21-day syndrome after an international conference?
- ❖ Procedure for Selecting and Hiring Professionals for Prolec Celeco

SAMPLES OF SIMULTANEOUS AND CONSECUTIVE INTERPRETING (by topic)

ACCOUNTING, FINANCE, BANKING AND INSURANCE

- Accounting Program Implementation
- Measuring and Leveraging Brand Equity
- Operations with Financial Instruments
- New International Trends about Agricultural Insurance
- 7th Mexican Financial Summit
- Current Conditions & Outlook for Global Sovereign & Corporate Debt Markets
- 3rd International Program on Development Bank Best Practices
- SALINAS Y ROCHA (15 hours)
- OPINION RESEARCH CORP. (6 hours)
- DELOITTE & TOUCHE (9 hours)
- AGRO ASEMEX (22 hours)
- LATINFINANCE (8 hours)
- RISKMATRICS (8 hours)
- NACIONAL FINANCIERA (DEVELOPMENT BANK) (20 hours)

AGRICULTURE, BOTANY AND BIOLOGY

- VI Tri-national Agreement for 1998
- Seminar and II Exhibit of Non-Traditional Agricultural Products
- Corn and Sorghum Plague
- Development and Use of Mycoinsecticides for Pest Control
- Antimicrobial Resistance Detection in the Clinical Microbiology Laboratory
- MINISTRY OF AGRICULTURE (3 hours)
- MINISTRY OF AGRICULTURE, FARMING & RURAL DEVELOPMENT (22 hrs.)
- CARGILL (6 hours)
- BRITISH COUNCIL (3 hours)
- BECTON DICKINSON (3 hours)

AUTOMOTIVE EVENTS

- Tank Car Maintenance Systems and Regulations
- BMW Car Maintenance Course
- Chrysler Plant Opening
- Lincoln Car Presentation
- New Smart Car Presentation
- Drive SMART – Crash-Free Driving
- Highway Interdiction
- Course on Car Mechanics
- GATX (4 hours)
- BMW (32 hours)
- Chrysler (5 hours)
- Ford Motor Company (2 hours)
- Mercedes Benz (4 hours)
- SCHLUMBERGER (24 hours)
- US Embassy (30 hours)
- Daimler Chrysler Mexico (32 hours)

BUSINESS

- Asia Pacific Foreign Trade Forum
- Communicate to Win – 12 Key Points for Success
- Visiting Procter & Gamble Plant
- Global Account Management
- Customer Service Strategic Management
- Competing for the Future
- Logistics and Distribution Channels
- Advanced Negotiation Program
- COMCE (5 hours)
- SEMINARIUM (7 hours)
- PROCTER & GAMBLE (5 hours)
- MANAGEMENT VENTURES, INC. (16 hours)
- SEMINARIUM (20 hours)
- SEMINARIUM (8 hours)
- SEMINARIUM (20 hours)
- SEMINARIUM (20 hours)

CHEMISTRY

- XIII Latin American and Iberian Congress on Cosmetic Chemicals
- Determination of Retinol Palmitate & Tocopherol Acetate in Juice-Based Beverages
- Manufacturing Standards – Analytical Method – Juice Category
- HPLC High Pressure Liquid Chromatography
- Process for GC-MS & HPLC-MS Base Methods
- SOCIEDAD MEX. DE QUÍMICOS COSMÉTICOS (40 hours)
- PROCTER & GAMBLE (32 hours)
- PROCTER & GAMBLE (24 hours)
- AGILENT TECHNOLOGIES (7 hours)
- AGILENT TECHNOLOGIES (8 hours)

COMPUTING, SYSTEMS AND TELECOMMUNICATIONS

- OS 390 Workshop
- Chicago Mercantile Exchange
- Wireless Summit – Mexico
- Integrated Digital Media Delivery and Digital Rights Management Solutions
- CISCO
- IBM (24 hours)
- IBM (3 hours)
- LATIN VENTURE (18 hours)
- SKYSTREAM NETWORKS (8 hours)
- CISCO SYSTEMS (32 hours)

ECONOMICS

- Economical Growth Statistics for Mexico
- Employment according to the Economical Theory
- 8th International Conference Karl Polyani: "Economics and Democracy"
- IV Annual Seminar on the 3rd Sector in Mexico
- The Cooperatives Facing Unemployment
- UNAM - SCHOOL OF ECONOMICS (6 hours)
- UNAM - SCHOOL OF ECONOMICS (8 hours)
- IMAS – UNAM (Autonomous University) (8 hours)
- CEMEFI / UNIV. ANÁHUAC (6 hours)
- GRUPO COOPERATIVAS MUNDIALES (12 hours)

EDUCATION AND TRAINING

- Skill Certification System
- 2nd International Colloquy "Education in the XXI Century"
- Competence Law Application
- Coaching in Pairs
- BMW Training Center opening (San Luis Potosi)
- C.E.C.A.T.I. (25 hours)
- FONDO DE CULTURA ECONÓMICA (12 hours)
- COMISIÓN FEDERAL DE COMPETENCIA (8 hours)
- MICROSOFT (40 hours)
- BMW (5 hours)

FOCUS GROUPS

- Diabetes
- Software
- MERCK (24 hours)
- MICROSOFT (8 hours)

- Soap
- Sanitary Napkins
- Bottled Water

INTERVIEWS

- Pharmaceutical Interviews for Becton Dickinson
- Legal Interviews
- Pharmaceutical interviews for Schering Plough
- Employee Interviews
- Depositions
- Medical Interviews (protocols)
- Legal interviews (company)
- Employee interviews

LEGAL

- Group of Fugitives – Plenary Group of Law Enforcement
- Culture of Lawfulness
- Criminal Reform in Mexico
- Deposition
- How to Apply for a Permanent Resident Visa

MANAGEMENT AND MANUFACTURING

- Concrete Pipe Manufacturing
- Procurement Management
- 1er International Congress on Organizational Creativity
- Customer Service Strategic Administration
- Procter & Gamble's Plant Visit

MARKETING AND SALES

- Marketing and Franchises
- New Cleaning Agent
- Focus Group "Banks"
- Online/Internet Research
- Color as a Marketing Tool

MEDICINE

- AOSpine Course on Basic Principle
- Pediatric Medicine – Chronic Rhinitis
- V National Medical Congress on Obesity and Associated Diseases
- VII International Congress and II National Congress on Comprehensive Health In Teenagers and Young Patients
- Drug Dependence
- Merck Manual, Classical Reference Work for Physicians
- Healing Exposed Wounds
- Origins, Current Status and Future of Occupational Medicine from Bernardino Ramazzini to the Challenges of the New Millennium
- IBD (Inflammatory Bowel Disease)
- 8th Global Tephinet Conference
- V National Medical Congress on Obesity and Associated Diseases
- Open Wound Healing
- International Symposium on Drug Addiction
- 1st Symposium on HIV Treatment
- Pediatric Medicine – Chronic Rhinitis
- In-Country Laboratory Workshop – Analytical Requirements And Methods for Male and Female Condoms and IUDs
- The Global Anticoagulant Registry in the Field
- The New Family Medicine Model
- Spine Specialist Training
- Introduction to Radiofrequency Ablation
- The Phytosome's Concept
- First International Bilateral Meeting between IUEM University And Sherman College of Chiropractic
- Psoriasis
- Quality audit in Hospital Galenia - Cancun

OIL INDUSTRY

- Selection of Wells for Fracturing
- Reservoir and Production Engineering Aspects of Advanced Completions
- Geo-statistical Reservoir Characterization
- A Risk Engineering Review – Pajaritos Refrigerated Terminal
- SPE Latin American and Caribbean Petroleum Engineering Conference
- The Science and Technology of Water Treating (Mexican Petroleum Congress)
- Mexican Oil Congress

PROCTER & GAMBLE (16 hours)
 ALWAYS (8 hours)
 NUEVA SANTA MARÍA / INTERMERK (6 hours)

BECTON DICKINSON, MEXICO CITY (21 hours)
 ROPES & GRAY, MEXICO CITY (20 hours)
 SCHERING PLOUGH, VILLAHERMOSA, TABASCO (36 hours)
 CADWALADER WICKERSHAM & TAFT (16 hours)
 PRICKETT, JONES & ELLIOTT (16 hours)
 SCHERING PLOUGH, HOSPITAL ÁNGELES MEXICO CITY (40 hours)
 ROPES & GRAY, MEXICO CITY (30 hours)
 ROPES & GRAY, MEXICO CITY (24 hours)

US GOVERNMENT/GENERAL ATTORNEY'S OFFICE MEXICO (16 hours)
 US GOVERNMENT (24 hours)
 GENERAL ATTORNEY'S OFFICE (30 hours)
 ARROCHE, MARROQUÍN & LINDER (4 hours)
 LIBERTY ENTERPRISE (7 hours)

C.O.C.O.M.S.A. (80 hours)
 PROCTER & GAMBLE (2 hours)
 CREATIVITY INSTITUTE (10 hours)
 SEMINARIUM (20 hours)
 PROCTER & GAMBLE (5 hours)

RPM PIZZA, INC. (Domino's Pizza) (21 hours)
 ASOCIACIÓN DE TINTORERÍAS (1 hour)
 CITIBANK (4 hours)
 AC NIELSEN BURKE INSTITUTE (8 hours)
 ANTAD (2 hours)

AOSpine Latin America (8 hours)
 UNAM – MEDICINE SCHOOL (2 hours)
 UNAM – MEDICINE SCHOOL (12 hours)

UNAM – MEDICINE SCHOOL (12 hours)
 CENTRO DE INTEGRACIÓN JUVENIL (3 hours)
 MERCK, SHARP & DOHME (4 hours)
 HOLLISTER (9 hours)

PEMEX (2 hours)
 FERRING (2 hours)
 SOCIEDAD MEXICANA DE SALUD PÚBLICA (10 hours)
 UNAM SCHOOL OF MEDICINE (12 hours)
 HOLLISTER (9 hours)
 CENTROS DE INTEGRACIÓN JUVENIL (22 hours)
 HEALTH PANAMERICAN ORGANIZATION (3 hours)
 UNAM SCHOOL OF MEDICINE (2 hours)

UNFPA / CCAYAC (35 hours)
 Thrombosis Research Institute (7 hours)
 IMSS (21 hours)
 BLACKSTONE MEDICAL, INC. (12 hours)
 THE UNIVERSITY OF WISCONSIN (2 hours)
 INDENA (2 hours)

SHERMAN COLLEGE OF CHIROPRACTIC / IUEM University (16 hours)
 NOVARTIS (2 hours)
 JOINT COMMISSION INTERNATIONAL (32 hours)

DOWELL SCHLUMBERGER (12 hours)
 DOWELL SCHLUMBERGER (3 hours)
 JAPAN OIL, GAS AND METALS NATIONAL CORP. (24 hours)
 PEMEX (8 hours)
 LACPEC (24 hours)
 SPE (SOCIETY OF PETROLEUM ENGINEERS – MEXICO SECTION) (16 hours)
 AMCE / SPE (30 hours)

POLITICS AND DIPLOMACY

- International Monetary System Reform facing Globalism
- Justice as Impartiality and Multiculturalism
- CANCHAM Day 2006
- World Call for Help to Act against Poverty
- Information Exchange and Automation Working Group

INST. POLÍTICO DE LA GLOBALIDAD (16 hours)
UNAM - SCHOOL OF POLITICAL SCIENCE (3 hours)
CANADIAN EMBASSY (7 hours)
UN/WTO (8 hours)
SAT (14 hours)

PSYCHOLOGY, PSYCHOTHERAPY AND COACHING

- Meta Coaching
- Executive Coaching
- 2nd World Congress on Gestalt Psychotherapy
- Symposium on Psychoanalysis
- Gestalt World Congress
- Free Association and the Creative Unconscious

METACOACHING FOUNDATION (Michael Hall) (40 hours)
METACOACHING FOUNDATION (Michael Hall) (30 hours)
INSTITUTO HUMANISTA DE PSICOTERAPIA GESTALT (32 hours)
INSTITUTO NACIONAL DE PSIQUIATRÍA (40 hours)
IHPG (32 hours)
ASOCIACIÓN MEXICANA PARA LA PRÁCTICA, INVESTIGACIÓN Y ENSEÑANZA DEL PSICOANÁLISIS, AC (16 hours)

SECURITY

- Airport Interdiction Seminar
- Polygraph Examination
- Forensic Ballistics Updating
- Course on Telephone Interdiction
- Workshop on Security during High-Impact Events
- Workshop on Locating and Identifying Fugitives
- Human Trafficking
- 33rd Meeting of the Bilateral Group for the Analysis and Information Exchange on Interception México - USA
- Workshop on How to Locate and Identify Fugitives
- Course on Telephone Tapping
- Interdiction Seminar
- Highway Interdiction
- Round of International Strategic Meetings for Combating Drug Abuse
- Specialized Workshop on Best International Export Control Practices
- Prison Accreditation
- Cognitive Interview

DEA (35 hours)
DEA (32 hours)
US EMBASSY (30 hours)
US EMBASSY (28 hours)
OAS – CISEN (21 hours)
US EMBASSY (16 hours)
US EMBASSY (8 hours)

CENAPI (8 hours)
US EMBASSY (16 hours)
US EMBASSY (28 hours)
US EMBASSY (40 hours)
DEA (30 hours)
DEA / PGR / COFEPRIS / PFP (8 hours)
OAS (24 hours)
ACA (40 hours)
MSI (40 hours)

SPORTS

- World Swimming Congress in New Orleans, U.S.
- Football International Congress
- 2^o Seminar on the Use of the Electronic Collar (for dogs)
- Seminar: "Race Horses: Kentucky Perspective"

- National Track & Field Congress
- Preparing for Kentucky Derby

MEXICAN SWIMMING FEDERATION (40 hours)
NFL (18 hours)
INNOTEK (24 hours)
ASOCIACIÓN PARA EL DESARROLLO Y FOMENTO DE LA HÍPICA Y CANÓFILA MEXICANA, A.C. (6 hours)
E.N.E.F. (20 hours)
ASOCIACIÓN PARA EL DESARROLLO Y FOMENTO DE LA HÍPICA Y CANÓFILA MEXICANA, A.C. (3 hours)

TECHNICAL EVENTS

- Failure, Prevention and Repairs of Pressure Vessels and Piping
- Exxon Aviation Fluids
- Aircraft Structures and Corrosion Training
- Pressure Valves
- SEL-2020 communications Processor
- Steam Valves
- Masterpact
- Electrical Facility Certification Course
- Elliott Multi-Stage Compressor Training
- Firefighting Systems
- Variable Speed, Variable Volume Distribution
- Aircraft Structures and Corrosion Training Part II
- LP Gas Dispensers
- Product Safety
- International Aviation Convention and Exhibit
- Alternative Blowing Agent Seminar
- Water Treatment
- XXIV International Solar Energy Week
- Training on drones
- Bombardier Plant Opening

COLEGIO DE INGENIEROS (24 hours)
ESSO (6 hours)
AEROTECH (28 hours)
GARLOCK DE MÉXICO (6 hours)
INELAP (12 hours)
VERSA COMERCIALIZADORA (6 hours)
GROUPE SCHNEIDER (20 hours)
HUBELL DE MÉXICO (20 hours)
ELLIOTT / PEMEX (40 hours)
SUMINISTRO UNIVERSAL (12 hours)
VERSA COMERCIALIZADORA (8 hours)
AEROTECH (20 hours)
ESPAGAS (5 hours)
GROUPE SCHNEIDER (8 hours)
AEROEXPO (4 hours)
NFPA (7 hours)
SEMARNAT (24 hours)
ISES (6 hours)
AEROTECH (4 hours)
BOMBARDIER (8 hours)

UNITED NATIONS

- World Call for Help to Act against Poverty
- Ministers Summit on Health Research
- Document Forging Training
- International Conference for the Establishment of an Early Alert
- Tsunami Warning System for the Caribbean and Adjacent Regions
- II Specialized Workshop on Best International Export Control Practices
- Meeting of the Board of Directors of the Forum of Ministers of Environment

OMS (16 hours)
WHO / HEALTH MINISTRY (8 hours)
OAS / MEXICO CITY AIRPORT (24 hours)

UNESCO (27 hours)
OAS (24 hours)

- for Latin America and the Caribbean
- Latin American & Caribbean Regional Meeting (Habitat III)

UNEP (10 hours)
UN (12 hours)

OTHER TOPICS

- Reform on International Monetary System facing Globality
- How to Become a Permanent US Resident
- Ports of Entry into Mexico
- Information Exchange and Automation Working Group
- Intelligence Analysis Effective Management
- Justice as Impartiality and Multiculturalism
- 1st Meeting on Social Movements facing OMC 2003
- SOCIUS MÉXICO 2003 – Civil Service and the Legislature:
- Accountability and Innovation
- Drug Interdiction Seminar
- 1st International Congress on Intelligence
- COP-16 Cancun 2010
- World Call for Help to Act against Poverty
- Ministers Summit on Health Research
- Course on Document Forging
- International Conference for the Establishment of an Early Alert Tsunami Warning System for the Caribbean and Adjacent Regions
- Security towards G-20
- Feng Shui
- The Spiritual World of our Ancestor Workshop
- XXVI Annual Convention
- XXII Meeting Tourism National Congress

INST. POLÍTICO DE LA GLOBALIDAD (16 hours)
US GOVERNMENT (2 hours)
SCT (11 hours)
SAT (14 hours)
CISEN (40 hours)
ESCUELA DE CIENCIAS POLÍTICAS - UNAM (3 hours)
WTO (8 hours)

BRITISH COUNCIL (16 hours)
DEA (40 hours)
IALEIA (24 hours)
UN (40 hours)
WTO (16 hours)
WTO / SECRETARÍA DE SALUD (8 hours)
OAS / AEROPUERTOS Y SERVICIOS AUXILIARES (24 hours)

UNESCO (27 hours)
CISEN (28 hours)
KABBALAH (16 hours)
GRUPO ESPIRITUALISTA (40 hours)
AMDETUR (Asociación Mexicana de Desarrolladores Turísticos) (16 hours)
SECTUR (16 hours)