

Jesus García Rojas

English>SpanishTranslator

SERVICES

Translation

Proofreading

Terminology

Localization

LatinAmerican Variable

AREAS OF EXPERTISE

Marketing (General)

Pharmaceutical

Medical

Engineering

Veterinary

Entertainment

SmPcs

Aerospace

PILs

Games

Law (General)

Technical

PERSONAL SKILLS

Detail orientated

Well organized

Professional

PERSONAL DETAILS

E:megahera2010@gmail.com

PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues.

WORK EXPERIENCE

ENGLISH-SPANISH TRANSLATOR June 2008 - Present

Working freelance for a translation agency providing a translation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible.

Duties:

- Researching legal & technical phraseology to ensure the correct translation is used.
- Liaising with clients to discuss any unclear points.
- Providing guidance & feedback & creating customer-specific style guides.
- Translation of documents/letters from a foreign language to English & vice versa.
- Reviewing and proofreading mother-tongue text.
- Revising more junior translators' translations.
- Working as a translator for Law firms, charities and local councils.
- Supporting the translation team with other projects when necessary.
- Excellent English speaking and writing skills.
- Retrieving articles from newspapers, magazines & the internet & translating them into Eng

KEY SKILLS AND COMPETENCIES

- Familiar with translation software tools.
- Able to speak English and Spanish. Studied French and German
- Excellent communication and social skills.
- Able to work to tight deadlines.
- Highly skilled in Word, Excel and Microsoft Outlook.
- Willing to travel and able to work under pressure.
- Able to prioritise work.

ACADEMIC QUALIFICATIONS

International Economic Relations

Universidad Autónoma del Estado de México 2002 - 2008

English Language

Universidad Autónoma del Estado de México 1999 - 2003

SOFTWARE

CAT Tools

SDL Trados Studio 2014/2015, SDLX, Déjà Vu, memoQ, WordFast, Idiom WorldServer, OmegaT.

Software Localization

Alchemy Catalyst 9, SDL Passolo 2009/2011.etc.

Professional Background

January 2010-today

Currently I work as a translator and editor for the companies Nestlé and Coca Cola Femsa both located in México performing translations in different internal documents, contracts, books, PLC's, labeling, etc.

From July last year working for international companies such as H.Kumar's Education Institute, General Electric and Ralph Lauren where I worked with various translations in the English-Spanish pair, carrying items ranging from short stories, novels, written articles on weddings, graduations, to medical articles, manuals, regulation facts, etc.

Regular contributor to Spanish scientific and medical journals.

- Translation and revision of pharmaceutical and medical documents, among them:
- Clinical trial protocols and patient information sheets.
- Marketing authorisation dossiers for medicinal products for human and veterinary use
- Summary of product characteristics, package leaflets and labels of medicinal products
- Pharmacovigilance reports
- Chemical materials
- Posters and presentations for medical conferences
- Medical articles
- Training manuals for medical representatives
- Pharmaceutical company Web pages
- Instruction manuals for medical devices
- Patents of medicine and biotechnology

❖ **January – March 2020 Amazon**

MTPE for its products

❖ **September 2019 Translation of website marketing 20,000 words**

❖ **July 2019 Marketing materials for Redoxon (5000 words)**

❖ **June 2019 Mitsubishi Motors**

Translation of user manual, corporate documents, training materials, and marketing materials.

❖ **May 2019 Medical dossiers**

❖ **July 2018-February 2019**

Real College of Psychiatry and Neurology

Translation of medical articles in the fields of neurology and psychology for The Real College of London. 250000 words.

❖ **November, 2018 Simitri Group International**

Translation of marketing manual, "Ice breakers & Energizers" 3500 words

❖ **Jan 2018-today**

Translations for The Real College of Psychiatry and The Real College of Neurology, 300,000 words

❖ **Feb 2018 Marketing content for Huawei Electronics**

❖ **March 2017 Translation of diverse contents for the Mexican Digital Library**

❖ **February 2017 Huawei Electronics.**

Marketing materials, campaigns, training courses, corporate documents, patents. 20,000 words.

❖ **December 2016-February Glenmark Laboratories**

Translation of clinical trials, tests and corporate documents. 2000 pages.

❖ **June-October 2016 Renault**

User manuals, due diligence, facilitator, construction inspections for industrial sales - +150 000 words

❖ **2015 Education System Mexico**

Translation of report of a comparison of the Dutch education System

❖ **February 2014-September 2015 General Motors (Toluca Facility)**

- Service manual: 4WD vehicles, motorcycles, wheel loaders
- Owner's manual: Cars, trucks.
- Operator's manuals: Wheel loaders
- Maintenance manuals: Cars, trucks, motorcycles, wheel loaders, inline product.
- Led training materials for corporate staff
- Specifications for outboard engines, dimensioning, forklifts.
- Engine and transmission on-line courses

❖ **Dec 2013-Feb 2014 Post edition for Amazon, Ebay and Alibaba (500.000+ words)**

❖ **June 2013-Aug 2013**

Translation of manuals (English-Spanish MEX) for Bosch located in México.

❖ **May 2013 Fashion and cosmetics: marketing and advertising material.**

❖ **April 2013-june 2015 Petróleos Mexicanos (PEMEX)**

Translation of different materials in the gas and petroleum industry:

Gas Analyzer, creation of training materials for personal, chemical compounds, instruments, reforms, raw materials, environment regulations, cooling and boiling processes, including the Oil and Gas Industry, petrochemical, mining, metallurgy, telecommunications, civil engineering industries.

❖ **June 2013 Logos Multinational Company Modena:**

(Technical translations for different companies) Private tuition and translations for private companies in my region. All of these translations were mainly manuals, engineering materials, measures, scales, among others.

❖ **2013 Translation of Education Policy Outlook for Mexico www.oecd.org**

❖ **2013 Self learning through several books, videos and other material on the following subjects: SEO, JQuery, video editing, communication, video game localization, structure, language and translation of comics.**

❖ **April 2013 Hotel Villas Santa Lucía, Acapulco, México.**

- Translation of various texts, travel and wellness brochures, offers, website contents and newsletter.

❖ **January 2013 Kumar Institute, India**

- Health care catalogue (natural products).
- Presentation of health care plan.
- Safety precautions regarding infectious diseases
- Medical books for the pharmaceutical industry
- Patient records
- SPCs/PILs/labels
- Medical equipment
- Medical/pharmaceutical marketing, PR and education, including websites
- Industrial scales
- Medical and pharmaceutical journal articles
- Pharmaceutical/chemical patents
- Phytomedicine, phototherapy, phytopharmaceuticals
- SOPs for manufacturers of pharmaceuticals and medical devices.

❖ **December 2012**

Translation of various texts, travel and wellness brochures, books, website contents and newsletter for a famous Austrian hotel group with hotels, residences and SPAs in Europe.

❖ **August 2012 General Electric**

Occupation or position held Translator EN>SP, FRA>SP

Main activities and responsibilities: Translation of an operating manual for the General Electric Company.

Name of employer: TekTranslations International.

❖ **November-2012 Hotel Grand Velas, Riviera Nayarit**

- Translation of tourist plans and tours for an online tour operator

- Translation of business presentations for this 5-star hotel group

- Translation of the luxury resort's website and newsletter

❖ **2012 Cycling tourism**

Book about this mean of transportation

❖ **MAGNA INTERIORS**

Responsibilities include: helping clients design their living space, consulting with interior designers, working with buyers and suppliers in selecting fabrics and colours, developing print media ad campaigns, participating with team in developing design ideas, and performing client sales and service.

❖ **2012 Translation of menus and culinary offers for Austrian hotels into Spanish.**

❖ **June 2011-April 2012 General Motors-Ivoice Toluca**

Bilingual consultant for international area

- Consultancy for General Motors of Mexico to the area of Latin America and the Caribbean.
- Dealing with suppliers and distributors of General Motors.
- Training materials for internal staff (classroom)
- Translation of internal documents of operation for the different brands of GM, Mèxico.
- Advice on market potential of each segment in different geographical areas.
- Interaction with owners, directors, general managers, sales managers and sales force in each agency.
- Quality assurance

Development Areas: Marketing, Human Resources, Customer Service, Logistics and transport, legal.

Major Achievements: Achieve international experience helped me in my professional and personal life.

❖ **January 2012 Experience in retail, market research, catalogues and labelling translations for La Parisina.**

❖ **2011-2012 FREELANCE PROJECT MANAGER, TRANSLATOR, PROOFREADER & TESTER**
Management of translation/localization projects (document translation and website/e-learning localization)

Translation/ Copy-Adaptation, Proofreading, Testing and Quality Assurance. Main fields: creative translation (Marketing, travel and tourism, hospitality, consumer products, retail and fashion, cosmetics and beauty products); literary translation (comic; novels; short stories; humanistic, educational and academic texts); and audiovisual translation (documentaries, corporate videos, TV series and animation)

❖ **July 2011 General Electric**

Occupation or position held Translator EN>SP, GER-SP

Main activities and responsibilities: Translation of an operating manual, brochures and counselling in

Environmental areas handling local regulations for the General Electric Company.

Name and address of employer: TekTranslations International.

❖ **2010-2011: part-time translator and editor. Translation and proofreading of books on natural sciences and medicine.**

❖ **July 2011 Translation of catalogues of products for C&E.**

❖ **May, 2011 Nissan Motors**

- Support in the translation of the strategic plan.
- Manuals for different mechanical devices, pumps and some other instruments for the automotive industry.
- Localization of strategies, training materials and brand guidelines.

- ISO regulations and best practices.

❖ **November 2011 Google**

- Translation and localization of apps for Google in tourism items. Translation of different materials for Google Apps for -
- Work for diverse consulting companies like H10.
- Translation of the Spanish version of HotelTonight and Trivago and the website of Booking.com.
- Translation of words for an accommodation booking website.
- translation of correspondence with Italian clients, quotations, travel plans and website for a famous Egyptian tour operator
- translation of newsletter and website for a company developing travel, meeting and dining software
- translation of menus and culinary offers for Austrian hotels
- translation of tourist plans and tours for an online tour operator
- translation of business presentations for a 5-star hotel group
- translation of a Portuguese luxury resort's website and newsletter
- translation of various texts, travel and wellness brochures, offers, website contents and newsletter for a famous Austrian hotel group with hotels, residences and SPAs all around Europe
- revision of the Italian version of an Argentine hotel & SPA website
- translation of articles about tourism industry
- translation of scripts for videos about various tourist destinations
- translation of words for an accommodation booking website
- translation of texts for a website selling hotel websites
- translation of subtitles for luxury hotels
- translation of texts for an accommodation booking website
- Misterbabel France: Translations websites tourism, marketing and fashion.
- Edox Translations: Marketing, Tourisme and Immobilier (Estate Agency)

❖ **October 2010 Huawei**

End-user license agreements (EULAs), legal documents, patents, warranty claims, contracts and bids for Huawei.

❖ **2010:** Laboratory technician at the Laboratorio de Mediadores de la Inflamación of the Research Institute of Hospital del IMMS, Ciudad de México. UNAM.

Translation of different materials for the chemical industry: Laboratory tests, Scales, measures, weighing, contrasts.

❖ **2010 Avante textil:** Translation of textile contents.

❖ **2009-2010 Castrol EDGE Rankings (football & motorsports)**

Products, marketing, advertising, etc.

A non-exhaustive list of titles.

❖ **April 2008 Mena & Asociados**

several Terms & Conditions and Privacy Policies, confidentiality agreements & NDA's, power of attorney, patents, statutes, general shareholders meetings minutes, transcription and translation of testimony,

❖ **2008 Hotel Emporio Acapulco**

- Translation of texts for a website selling hotel websites

Around 5,000,000 words translated.

Around 2,460,000 words revised and/or proofreaded.

Daily output capacity: 2500/3000 words per day.

2008-2010 Translation of several games

- Golden Sun: Dark Dawn.

- Pokémon Mystery Dungeon: Explorers of Sky.

- Pokémon Platinum.

- Pokémon Ranger: Shadows of Almia.

- Collaboration in the translation of MMORPG Guild Wars 2.

- Localization of dozens of mobile game apps of varying length for all platforms, including Android and iOS.

- Localization of several casual games for social networks, such as Facebook.

- Localization of games website for children.

- Localization of big part of World of Warcraft expansion Burning Crusade for Blizzard (+ 100000 words)

- Video game localization/editing projects for Localsoft, over 150k words in total

- Video game localization projects for Pole to Win, over 50k words in total

- Game proofreading projects for Feral Interactive (Batman: Arkham Asylum, Tomb Raider, etc.)
- Video game localization and testing for Lionbridge

Grupo Kaltex Translation of catalogs, marketing campaigns, website and advertising.

- ❖ Videogame localization on-site at Nintendo México (April, 2008 - October 2010). During two years and a half I collaborated in the localization of several major Nintendo titles, as well as manuals and official guidelines.

- ❖ **2006- 2008 UEFA Club**

Translation of manuals

- ❖ **2006-Today ANAFABI**

<http://www.anafabi.com.mx/>

Translation of manuals, statistics, parts, website, contracts, normativity, regulations, medicine, marketing.

- ❖ **2006 - 2009 G&G Avocats Locally renowned niche firm, specializing in corporate law, capital markets and private equity Corporate lawyer.**

Duties

Reviewed translation requests from businesses.

Translated comprehensive communications and confidential information.

Contributed to team's terminology database.

Acted as primary contact for questions related to translations.

Trained staffs on the translation process.

Simplified complex issues into easily understandable concepts.

Translating official personal documents for purposes of applying to USCIS for immigration status

- ❖ **Massachusetts General Hospital**

November 2002-August 2003

Boston, MA 02114. Massachusetts.

Leader in the health care

Functions: Professional activities conducted in the area of logistics related to:

- Office Assistant.
- Call center for international calls.
- Receptionist and text translator.
- Translation of documents EN>SP, IT>SP

- ❖ **June 2009 Four Seasons Punta Mita**

- Translation of newsletter and website for a company developing travel, meeting and dining software
- Translation of menus and culinary offers for Mexican hotels.

2004-2005 BIMEX

Translation of parts, manuals and instructions (15,000 words)

- ❖ **Nevado Constructores**

July 1999 –November de 2002 México

Administrative Advisory

Functions: SPECIFIC ACTIVITIES

- Development of activities in the archive
 - Data capture.
 - Management staff.
 - Purchase building and electrical materials.
 - Training and recruitment facilitator.
 - Purchase of materials.
 - Foreign tutor in Spanish: grammar, writing and conversation, (June / September 2007).
 - Assist in translating texts of International Trade Editorial Mc Graw Hill. 2006-2007.
- More than 20 translation projects.
- Translator for Global Cosmic International Company in gaming related items.

Rates may vary according to type of translation, deadline, format, number of words etc. Slightly lower rates may be applied for long term business relationships or very high-volume translations or use of CAT tools.

I accept PayPal, bank transfer payments in USD, GBP and EUR and also wire transfers in EUR or USD.