

MARCELO SILVEYRA PEREZ
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(telephone number available upon request)

EDUCATION

September 2002 – May 2006
California Institute of the Arts. Valencia, CA, USA.
B.A. in Music. GPA: 3.96.

August 1997 - December 2001
Instituto Tecnológico y de Estudios Superiores de Monterrey, Campus Monterrey.
Monterrey, N. L., Mexico.
B. S. in Electronics and Communications Engineering. Graduated with honors. GPA: 93/100 (3.88).

WORK EXPERIENCE

December 2001 – current
Freelance Translator (German>English, Spanish>English, English>Spanish, German>Spanish)
Native languages: English (American) and Spanish (Mexican)

- Translated highly confidential documents related to internal and external communications, marketing and PR, management, general business, and investment and expansion plans for large American, German, and Mexican corporations.
- Translated press releases, company presentations, technical documents and specifications, safety instructions, procedures, training material, and documents concerning lean manufacturing for one of the largest construction machine manufacturers in the world on a regular basis.
- Translated Performance Specifications and manufacturing instructions for one of the largest automakers in Germany on a regular basis.
- Translated telecommunications contracts for companies and service providers in Germany and Austria on a regular basis.
- Translated user manuals for important software developers and major manufacturers of entertainment devices on a regular basis.
- Translated IT, technical, technological, and scientific documents for large American, German, and Mexican corporations and for academic university research and papers on a regular basis.
- Translated a series of academic and business documents on knowledge management, including a doctoral thesis (for a Spanish university) on the subject.
- Translated social science and marketing-related academic research documents and videos for university research and papers.
- Translated the 86,000-word book *The Healing Power of Divine Retaliation*.
- Continuously translated documents related to the above categories for small businesses, individuals, and translation agencies.
- Please note that I am not qualified to work with advanced financial or medical texts.

December 2001 – 2006
Freelance Editor / Technical Writer

- Completed several authoring projects for product documentation –both for internal and consumer-end use- in English (mostly software products, but also hardware). Documentation included mechanical engineering software, process engineering software, entertainment (game) software, and programming software.
- Corrected, edited, and doctored scientific and technological articles, presentations, and documentation in both English and Spanish.

August 2001 – December 2002

Progfrecks.com. Monterrey, N.L., Mexico.

Editor-in-chief / Writer

- Established and maintained relationships with relevant artists and potential media partners.
- Managed and oversaw website planning and development / Contributed to the website's structure and design.
- Edited and corrected all written content included in the website.
- Wrote relevant articles and information pieces / interviewed relevant artists.

June 2001 – August 2001

Yazaki Europe. Köln, Germany.

Advanced Engineering Department Intern

- Contributed to the circuit design of an automotive self-repairing brake-by-wire system.
- Analyzed several automotive electrical distribution systems and their impact on wire harness technology development.
- Researched instrument and panel design trends in the European automotive industry, condensed the information obtained, and reported it to engineers in the department as requested.
- Acquired hands-on experience in the production of automotive wire harnesses by active participation in the manufacturing plant.

COMPUTER/PROGRAMMING SKILLS

CAT tools: TRADOS 7, Across.

Programming experience: Java, C++, and assembly language for the 8051 microprocessor.

Electronic simulation programs: Electronic Workbench and DesignWorks.

General programs: Microsoft Word, Microsoft PowerPoint, Microsoft Excel, Adobe InDesign, Adobe Acrobat 8, Adobe Photoshop, Macromedia Dreamweaver, QuarkXPress 6.5 Passport, and other general computer programs.

Intermediate knowledge of HTML. Basic knowledge of CSS, Javascript, and general Internet programs.

ACTIVITIES AND HONORS

ITESM Intramural Soccer. 1998-2001.

3rd Dan Tae-Kwon-Do black belt. NL, Mexico 2002 State Champion.

SKILLS

Fluent in English, Spanish, and German.

Excellent communication, analytical, and quantitative skills.

REFERENCES

Provided upon request.