

PATRICIA CRISTINA VALSECCHI
BA - CERTIFIED [SWORN] TRANSLATOR



- English/Spanish
- Spanish Native Speaker

Member of the Sworn Translators Association of the Province of Córdoba
Member of FAT [Argentine Federation of Translators]

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EDUCATION:

- **TRADUCTORA PÚBLICA NACIONAL DE INGLÉS - CERTIFIED [SWORN] TRANSLATOR**
Description: University Degree - Facultad de Lenguas - Universidad Nacional de Córdoba - Argentina - [five-year career]
Majors: Legal, Business, Scientific and Literary Translation
- **PROFESORA DE INGLÉS - PROFESSOR OF ENGLISH**
Description: University Degree - Facultad de Lenguas - Universidad Nacional de Córdoba - Argentina - [five-year career]
Majors: English / Phonetics / Methodology / British and American Culture and Literature
- **Postgraduate Specialization in Legal & Technical Translation** - Facultad de Lenguas - Universidad Nacional de Córdoba
- **Certificate of Proficiency in English** - University of Cambridge - Grade: A
- **FRENCH > "DIPLOME D'ETUDES FRANÇAISES"** - Degree of Excellence issued by Alliance Française - Córdoba - Argentina
- **ARCHITECTURE** - School of Architecture - Universidad Nacional de Córdoba - [4 years]
- **BUSINESS ADMINISTRATION** - Post-graduate studies - Universidad Católica de Córdoba - Argentina

CURRENT LANGUAGE PAIRS:

- Working Pair A: ENGLISH > SPANISH
- Working Pair B: SPANISH > ENGLISH [Certified Translations]

SERVICES / PROFILE:

- TRANSLATION
- CERTIFICATION
- EDITING & PROOFREADING
- LOCALIZATION
- TRANSLATION MACHINE POST-EDITING
- PROJECT MANAGEMENT FOR TRANSLATION PROJECTS [STUDIO VALSECCHI_TRADUCCIONES COUNT ON AN EXPERT TEAM OF PROFESSIONAL TRANSLATORS TO COVER A WIDE VARIETY OF SPECIALIZATION AREAS AND TASKS]
- CONSULTATIVE ASSISTANCE TO TRANSLATORS AND LINGUISTS
- LANGUAGE QUALITY ADVISOR [CUSTOMIZE MT ENGINES TO SPECIFIC TASKS, CUSTOMERS AND DOMAINS RATHER THAN JUST DO ERROR FIXING]
- LEVERAGE THE POWER OF CORPUS LINGUISTICS
- CONSOLIDATE THE TM MEMORY DATA INTO LARGE, SEARCHABLE REPOSITORIES
- **BOUTIQUE TRANSLATOR, SPECIALIZING IN A DOMAIN AND PROVIDING HYPER-LOCALIZATION OR TRANSCREATION SERVICES**

FIELDS OF SPECIALIZATION (Annex for specifics & References upon request):

- **LEGAL TRANSLATIONS:** authorized by the Sworn Translators Association of the Province of Córdoba [Argentina]
 1. Corporate
 2. Criminal
 3. Environmental
 4. Family
 5. Intellectual Property
 6. International Law
 7. Personal Documents and Study Certificates
- **TECHNICAL & SCIENTIFIC TRANSLATIONS:** Books, Articles, Manuals, Reports, Advertising, Industry News, Policies and Procedures, Regulatory Issues, Glossaries, Guidelines, Practices and Recommendations, etc., on the following areas:
 1. **FINANCE:** Banking - Economy - Accounting - Business Administration [Annual reports - Prospectuses - Bank Statements - Investment marketing translation - Claim document translation - Macro-economic survey translation - Equity research translation - Shareholder information - Profit and Loss reports - Insurance policy translation - Insurance marketing translation]
 2. **SCIENCE:** Medicine - Health - Biology - Chemistry - Biochemistry - Genetics - Environmental Sciences
 3. **TECHNOLOGY:** Agro industry - Medical - Technical Regulations - User Manuals
 4. **INFORMATION TECHNOLOGIES & INTERNET**
 5. **ART & ARCHITECTURE & CONSTRUCTION**
 6. **EDUCATION:** Responsible for the translation/editing of a variety of documents including but not limited to exams, block objectives, tutor/preceptor information, teaching material, class notes, policies, procedures and administrative documents.

WORKING EXPERIENCE: FREE-LANCE TRANSLATOR WITH THE SUPPORT OF A TEAM TO SATISFY THE NEEDS OF SEVERAL FINAL CLIENTS AND MAIN LSPs ON A DAILY BASIS; (for example, SDL INTERNATIONAL SINCE 1995)

CERTIFIED LEGAL TRANSLATOR

- Legal Documents such as: Contracts, Bylaws and Articles of Incorporation, Patents, Deeds, Powers of Attorney, Divorce Decrees, Wills, Summons, Complaints, Bills of Sale, Leases, Purchase Offers, Corporate Documents; Financial Documents; Personal Documents, such as Birth and Marriage Certificates, Resumes, Transcripts, Visa, Passports, etc.
- Translations - authorized by the Sworn Translators' Association of the Province of Córdoba
- 1995 / 2000 > In-house legal translator at a law firm

TECHNICAL & SCIENTIFIC TRANSLATOR

- Process the translation, proofreading and edition of very complex projects: books, articles, brochures, manuals, reports, industry news, policies and procedures, regulatory issues, glossaries, guidelines, practices and recommendations, etc., on various areas of specialization.
- As required, identify, select and contract outside translation/editing services.
- Coordinate the sending and receiving of material and review final product for accuracy, completeness and quality. All translations are delivered after passing a stringent QA process.
- Carry out in-depth research to develop a database for specialized terminology in English and French for sharing and use by all members of the team.
- Main areas of specialization: Finance/Accounting/Business/Marketing/IT/Educational Material/Questionnaires and Surveys/Agro-industry, etc.

EDITOR & PROOFREADER & QA

- Analysis of content, organization and style of texts as well as double-checking for any errors of spelling, grammar and capitalization.
- Consistency control of terminology.
- Develop and recommend appropriate terminology according to established practices, and enter them in the terminology bank. This requires contact with outside organizations, institutions and individuals, interaction with professional agencies and a thorough understanding of the specific system, its various disciplines and professions, and the particular context in which the translated material will operate.
- Assistance to fellow colleagues when required.

PROFESSOR OF ENGLISH

- 1985 / 1997 - FOUNDER and FORMER PRINCIPAL of «Dickens» - Private School of English - Córdoba
- Functions: Director of Operations on the everyday operations of the institution and made recommendations for corrective action when appropriate.
- Worked collaboratively on special projects/assignments.
- Developed and implemented work methods to increase efficiency and effectiveness.
- Maximized available time and the use of available resources in order to successfully meet institutional objectives.

- Professor at the «Argentine Association of British Culture» and other private educational institutes

- English Tutor and Interpreter - CEOs and top executives of the most remarkable local companies; such as, Roggio S.A., Roela Bank and Arcor

ACCREDITATIONS:

CERTIFIED [SWORN] TRANSLATOR - Register N° 508
Accredited by: «Colegio de Traductores Públicos de la Provincia de Córdoba»
[Sworn Translators' Association of Córdoba - Argentina]
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JUDICIARY EXPERT

Accredited by:
«Tribunal Superior de Justicia de la Provincia de Córdoba»
[High Court of Justice of Córdoba - Argentina]

ADDITIONAL REMARKS:

- * Maintain a level of expertise and content knowledge appropriate to the position.*
- * Maintain skills current [translation, editing, specialized terminology] and see to my professional development.*
- * Attend translation conferences & specialized seminars and have an active participation in Professional Forums.*
- * Dictionaries and Glossaries: More than 100 dictionaries, both in hard copy and CD-Rom; more than 50,000 subject-specific glossaries.*
- * Documents can be submitted and delivered via email or fax in addition to traditional hard copy if required.*
- * Translations can be notarized, certified and authorized to meet the client's exact requirements.*
- * Adhere to a strict privacy and security policy and am happy to sign commercial non-disclosure agreements.*

HARDWARE	SOFTWARE - constantly updated to meet clients' requirements.
INTEL 17 MOTHER INTEL HD 4 GB DDR3 VIDEO 1GB DDR3 HARD WARE SATA 1 TERA & HALF HARD WARE USB 1 TERA SAMSUNG 2 SCREENS 19" LED	Windows XP Professional Office 2007 Microsoft Word Microsoft Excel Microsoft Access Microsoft PowerPoint Microsoft FrontPage Adobe Acrobat 4.0 - Acrobat Reader 4.0
Athlon 2200XP DDR 256MB HDD 120Gb CD - DVD	Adobe Acrobat 6.0 Acrobat Distiller 5.0 Abby FineReader 5.0 / 4.0 Abby FineReader 8.0 PDF Transformer
Celeron 333mhz DIMM 128Mb RAM HDD 14Gb	Copernic Agent Basic Copernic Desktop Search ReadPlease PLUS 2003
Athlon 2200XP	Transistor

<p>DDR 256Mb HDD 80Gb / CD</p>	<p>Beyond Compare Babylon Autocad 2006 Autocad 2004 Nero Presto Page Manager PhotoShop Pro.7 WinZip WinRAR Ulead Photo Explorer 7.0 SE Ulead Photo Explorer 4.0 SE AND MORE....</p>
<p><u>NOTEBOOK:</u> HP Dv7 INTEL i5 3 GB DDR3ÇHW 500MVB LED SCREEN 17"</p>	<p><u>CAT TOOLS:</u> STUDIO 2009 TRADOS 6.0 TRADOS 6.5 TRADOS 7.0 - 7.1 SDLX 2005 - PRO TRADOS SDLX 2006 LOGOPORT GCMS WORDFAST</p>
<p><u>SCANNERS - USB AND PRINTERS:</u> CANON HEWLETT PACKARD</p>	<p><u>Internet Access:</u> Broadband connection w/optical connection- 6 MB Outlook Express 6.0 Internet Explorer MSN Messenger 5.0 ACD Systems [ACD Visualizador] EZ Cam II [ICM 5324 - AMCAP - VIDCAP] Ezonics [EZ Suite for EZ Cam II]</p>

