SILVIA GENTILI

Certified Eng–Spa Translator & Copyeditor (LatAm)

PROFILE

- **Dynamic and results-driven LatAm Spanish Language Lead** with over **20 years of experience** in global tech companies, specializing in **multilingual content localization**, **transcreation**, **copy editing**, and **quality assurance**.
- **Expert in Trados** and skilled at leading **cross-functional teams** to deliver **high-impact localization projects** for LatAm markets.
- Proven ability to drive **translation teams**, identify **linguistic inconsistencies**, and provide **actionable feedback** to foster continuous improvement.
- Successfully **spearheaded regional platform localization**, ensuring **brand consistency** across **5+ major clients**.
- Known for delivering projects under **tight deadlines**, solving complex **linguistic challenges**, and aligning content with **brand standards** and **regional nuances**.
- Experienced in leveraging **AI tools** to enhance project **quality**, driving improvements in both **accuracy** and **efficiency**.

PROFESSIONAL EXPERIENCE

LatAm Language Lead (Remote)
Anthology, Inc. | Jan 2024 - Present

- **Revise** and enhance localized educational technology content, ensuring **linguistic accuracy** and alignment with **regional nuances** and brand standards, **improving content accessibility** and **user engagement** across platforms.
- **Optimize** content for **greater user engagement** by leveraging tools and AI-powered solutions to improve the localization process.

LatAm Content Reviewer (Remote)
IHG Hotels & Resorts | Nov 2023 – Present

- **Revise** and localize Spanish tourism and hospitality content for **cultural relevance**, collaborating with DTP and translation teams to deliver **market-ready content** that ensures **brand consistency** and enhances **user experience**.

LatAm Language Lead (Remote)
Cisco Systems, Inc. | Jan 2017 - Present

- **Lead revision, copyediting, QA, and LSO** for IT, marketing, and sales content, ensuring **linguistic accuracy** and **brand consistency** across localized materials.
- **Localize** and **transcreate** new terminology, aligning with **regional preferences** and **Cisco standards**.
- **Train** translation teams on best practices for **transcreation**, terminology, and localization.
- **Create** and maintain the **Cisco LatAm Spanish Localization Style Guide 2025**, **standardizing terminology**, tone, and language across all content.
- **Collaborate** with cross-functional teams to ensure content meets **regional needs**, is delivered on time, and **optimizing workflows** to improve **efficiency** and **quality**.

LatAm Subject Matter Expert (Remote)
Cisco Systems, Inc. | Mar 2014 – Dec 2016

CONTACT

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- **Email:** silvia.gentili@gmail.com
- **Portfolio:** LinkedIn | Proz
- **Nationality:** Argentine-Italian

EDUCATION

- **Eduardo Mallea Higher Institute of Letters**
  Certified Spanish Copy Editor
  Specialization: Spanish Copy Editing. (Arg. | Dec. 2018).
- **School of Languages, National University of Córdoba (UNC) BA in Eng–Spa Translation**
  Specialization: English & Spanish (Arg. | | Dec. 1999)
- **Middlebury Institute of International Studies at Monterey MA Coursework in Translation and Interpretation**
  Focus: Translation and Interpretation. (USA | 2008–09)

SKILLS

- **Localization Tools**: Advanced user of **Trados**, **MemoQ**, **Smartling**, **ContentQuo**, **GMS**, and **XMT**, with hands-on experience integrating AI-powered and machine learning **applications** like **Grammarly**, **DeepL**, and **Custom.MT** into localization workflows for enhanced accuracy and efficiency.
- **Technical Expertise**: Proficient in **Jira, TAUS MQM/MDQF**, **ShareFile**, **Junction**, **Workday**, and **CaptionHub**, supporting effective project management and seamless collaboration.
- **Industry-Specific Expertise**: Expert in **reviewing and localizing content, marketing localization, QA testing, digital globalization, cross-functional collaboration,**

- **Align** localized and transcreated IT content with **Cisco's LatAm brand standards**.
- **Update** technical terminology and **linguistic assets** (glossaries, TMs, databases) to maintain content consistency.

LatAm In-Country Reviewer (Remote)
Cisco Systems, Inc. | Mar 2011 – Feb 2014
- **Conduct** linguistic QA and functional testing on localized websites and apps, documenting issues affecting **Spanish-speaking users**.
- Provide insights to enhance the **usability** of localized content across Cisco's platforms.

LatAm Language Lead (Remote)
RingCentral, Inc. | Mar 2012 – Present

- **Revise** localized VoIP, **AI-powered contact center solutions**, and **API content** to ensure **final work quality** and alignment with **RingCentral's LatAm standards**.
- **Track** and resolve linguistic issues via **Jira** to ensure consistency and high-quality output.

LatAm Senior Copy-Editor (Remote)
Seagate Technology, LLC. | Mar 2019 - Present
- **Copyedit** content on data storage, enterprise solutions, products, marketing, and legal to ensure **Seagate brand adherence**.
- **Lead** translation teams to address linguistic issues and maintain **terminology consistency** across **Seagate's website** and platforms.

LatAm Language Lead (Remote)
Gen Digital Inc. (Gen Digital) | Apr 2022 - Apr 2025
- **Revise**, copyedit, QA, and perform **LSO** on localized **cybersecurity content**.
- **Train** vendors on localization and terminology for the **LatAm market**.
- **Localize** and review new cybersecurity terminology.
- **Support** translation teams with language-related queries.

Finance Translator (EN→SP)
HSBC Commercial Banking | May 2017 - Aug 2017
- **Translate** and edit an **e-learning course** on **AML** and **counter-terrorism financing**, focusing on key obligations and best practices for employees.
- **Create** a glossary to help bank employees understand criminal business operations.

Language Consultant (LatAm Spanish)
Ondeo (SUEZ Group), Puerto Rico | Sep 2003 - Dec 2003
- **Localize** and edit content for **water metering software**.
- **Localize** legal and copyright documents for the software.
- **Train** operators on the use of software for **water metering devices**.

Senior Eng-Spa LatAm Translator (Remote)
Natural Standard / TRC Healthcare | Apr 2008 - Apr 2021
- **Translate**, copyedit, and update an **A-Z list of common illnesses and conditions** for the **Natural Standard** and **TRC Healthcare websites**.
- **Translate**, copyedit, and update **pharmacists' and prescribers' letters** for the **Natural Standard** and **TRC Healthcare websites**.

and **LatAm cultural adaptation** to drive market-ready content.
- **Soft Skills**: Strong in **teamwork**, **problem-solving**, **adaptability**, **multitasking**, **time management**, **decision-making**, and working efficiently **under pressure** to meet deadlines.

CERTIFICATIONS
- **Sworn and Certified Translator** – Translators' Association of the City of Bs. As., Arg. – License #8050.
- **Sworn and Certified Translator** – Translators' Association of the City of Cba., Arg. – License #543.
- **Certified Spanish Copy-Editor** – Spanish Language Training Institute "Eduardo Mallea", Arg. 2018.

AWARDS
Merit Scholarship – Monterey Institute of International Studies, CA – 2008-09

ACADEMIC HONORS
A+ Thesis Project: Comprehensive Editing: Style Editing as an Essential Component of Normative Editing – Awarded by **Eduardo Mallea Higher Institute of Spanish Letters**, Arg., (2018). Focused on integrating **style** and **normative editing** to ensure **textual precision and competence**, alongside **cultural sensitivity** and **critical thinking**.
Link to Thesis (in Spanish).

LANGUAGES
- **French** – Beginner level, with practical exposure through coursework at **Alliance Française Institute**, Arg. (2016-19).
- **Italian** – Intermediate level, through coursework at **Dante Alighieri Association**, Arg. (2004-07), and enhanced by **one year of immersion** in the **Piedmont region of Italy**.