



MARIA JOSE ROMAN

Translations

Proofreading

Spanish/English classes

The art of communication includes many different aspects, such as writing, translating and teaching. I enjoy them all, sharing the knowledge and experience in these fields acquired through many years of working for a media company in Spain, where I constantly endeavoured to improve my skills.

I also love travelling and getting to know new places and cultures, and in the past few years I've been able to do so whilst working freelance.

I am originally from Spain, now living in Nicaragua.

SERVICES

- English-Spanish-English Translations
- Proofreading
- Online and on-site interpreting
- English classes, online and in person
- Spanish classes, online and in person
- Voice over

SOFTWARE

- Microsoft Office
- Microsoft Windows
- Google Drive Workplace
- Indesign
- Zoom, Classin, Skype

EDUCATION AND TRAINING

TEFL Certificate – English as a second language (ALFA STUDIO, Baza (Granada) Spain).

TESOL Certificate – English as a second language (ACADSOC Training)

C1 English Certificate

Official School of Languages, Fuengirola (Málaga) Spain.

Training as Spanish-English Translator

Ongoing training at Mijas Comunicación, S.A. Simultaneous translation at events.

High School Graduate (Instituto Uno, Fuengirola, Málaga)

Volunteer teacher for over 9 years, over 700 hours of public speaking classes. Intensive **training course** with live application in 2009 and 2014.

PROFESSIONAL EXPERIENCE

Since 2021: QA services On Call Centres in the United States for LDG Reliance.

2021-2022: Translation of **Mijas News TV program** (Spanish-English), including **voice overs**, for Mijas Comunicación S.A. in Mijas (Málaga, Spain).

2019-2022: English Tutor for **Acadsoc**, an online English teaching company, with students from China and Japan, both children and adults.

2013-2022: English classes in Matagalpa, Nicaragua, with TEFL certificate. English teaching projects for children in rural communities in the area.

Spanish classes for adults both in person and online. **Interpreter** for foreign visitors and workers in Nicaragua.

1995-2012: 3.40 RTV- MIJAS COMUNICACIÓN

The production of English TV programs for the ex-pat community in Málaga and southern Spain. The job included the **writing** and **translation** of news, along with interviewing local personalities and the coverage of any events of interest in the locality, as well as live broadcasting on a daily basis. It was also my responsibility to write news for the Spanish edition of the local **newspaper Mijas Semanal**, along with **translating** any relevant items for the **English section** of the paper, which also involved proofreading in both languages. Translation of the newspaper **Yearbook**.

From 1995 to 2010 I also presented a daily **radio program** in Spanish for the same company.

1993-1995: RADIO MIJAS – MIJAS COMUNICACIÓN.

Production and live broadcast of **radio programs** in **English** for the ex-pat community in Mijas, Málaga.

1989-1993: SECRETARY. BEST SELLERS S.A.

This company produced and sold window displays and publicity stands. We imported displays from the USA, and my job was to **translate** all brochures and catalogues, as well as taking care of the **general administration** of the company.

1987-1988: OPTNEAR LTD PHARMACY (LONDON, UK)

I worked in this pharmacy while studying English in London, United Kingdom.

(Contact names and numbers available at request).

Portfolio:

https://drive.google.com/drive/folders/1VPVdw60yhEycpGmzMprwwqCV--sIKbmz?usp=share_link

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