




PERSONAL INFORMATION

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JOB APPLIED FOR POSITION PREFERRED JOB

ENGLISH (C2) > SPANISH TRANSLATOR / PROJECT MANAGER / PROOF-READER / TEACHER OF SPANISH AS A FOREIGN LANGUAGE

Native Spanish speaker with experience as a Translator, Project Manager, Proof-reader, Copy editor (in a translation agency and in a publisher) and Editor and Teacher of Spanish as a foreign language

**BA HONS IN ENGLISH STUDIES WITH LINGUISTICS (specialising in
translation)
BRIGHTON UNIVERSITY (UK)**

WORKING EXPERIENCE (MAIN FIELDS)

TRANSLATION

From 1998 – at present

Freelance Translator

For a great variety of international and national translation agencies

Press releases for the *CFP-reformwatch.eu* web Site (EU):

- <http://www.cfp-reformwatch.eu/es/2011/04/cfp-reform-package-to-be-launched-in-july/>
- <http://www.cfp-reformwatch.eu/es/2011/03/morocco-agreement-a-financial-loser-for-eu/>
- <http://www.cfp-reformwatch.eu/es/2011/03/what-the-fishing-sector-wants-from-the-new-cfp/>
- <http://www.cfp-reformwatch.eu/es/2011/03/damanaki-no-eu-funding-should-contribute-to-iuu-fishing/>
- <http://www.cfp-reformwatch.eu/es/2011/03/reform-package-will-contain-six-parts-and-it-will-be-late/>
- <http://ec.europa.eu/social/main.jsp?catId=699&langId=es&consultId=6&visib=0&furtherConsult=yes>

Translation of specialized handbooks (approximately 900.000 words) on technical issues, namely: Heavy machinery (**Hitachi, Davis Standard, Smiths**, etc.),

Software, Optics, Mobile telephony, GSP receivers (Thales Navigation), medical and laboratory equipment (campimeters, blood analysers, etc.), electrical appliances, televisions, digital and photographic printers (HP), Ricoh (printers, scanners, fax, copiers, etc.)

Automobile handbooks (Volvo, Lancia, Audi, Mercedes, BMW, Fiat500, etc.).

Website localization:

Rapid injection molding: **Protomold website** – www.protomold.com.

Vehicles: Fiat500 website: <http://www.fiat500.es/>

Telephony (Vodafone, British Telecom).

Digital photography (Kodak).

Art: News release published by Iberia One World on art exhibitions.

Publicity: advertisements, leaflets and journals (Publicis, Smartworks).

Marketing: Appliances (**Electrolux: www.electrolux.es**); Sports (www.adidas.es,

www.ping.es sobre golf), Perfumery (**Prada-Puig, Loewe, Lancôme**) Fashion

(**Tommy Hilfiger (tommy.com)**, Pepe Jeans London), and **Wines** (CYC

Internacional).

Financial and Market Research translations:

- Urbanism projects run by Johnson Capital Mexico (California – EE.UU.) in South America (financial and market research translations).

- **Annual Accounts (Smiths, Hansen Group, etc.)**.

Food Industry: AECOC (Spanish Association for Commercial Encoding).

Translator of the monthly journal THE GROCER from the United Kingdom.

Projects on fight against poverty and human aid: projects amounting to more than 200.000 words on finances and logistics (Manos Unidas and several NGOs).

Documents related to **HIPC (Heavily Indebted Poor Countries) Initiatives** (<http://www.worldbank.org/hipc>).

Pedagogy publications: 'Reconnecting youth' (150.000 words in one month time) and 'Target: the family' (120.000 words in a month time).

Computer games by Infograme (Terminator, Monopoly).

Content of seminars on medicine aimed at doctors and clinical cases research engines (Alter).

Etc.

TEACHING, , PROJECT MANAGEMENT , PROO-FREADING AND PRODUCTION

2012 – at present
**TEACHER OF SPANISH
AS A FOREIGN
LANGUAGE (E/LE)**

- Fundación JARA, Teacher of Spanish and Computing for unemployment people.
- Private Spanish Teacher.

June 2011 - December 2012
**Head of Customer Service
Dept. (part-time)**
NAILSZEN, S.L. (Madrid,
Spain)

Development of customer network, product offers updates, preparing advertisements, postings on social networks. Coordination and call for training, preparation of training agency, among other things.

Jan. 2009 – Oct. 2010

Management and Administration (Part-Time)
CENTRO COREOGRÁFICO
DE LAS PALMAS DE G.C.
(Las Palmas de Gran
Canaria, Spain)

Head of the Administration Department responsible of dealing with students, timetables, customer service, theatres and all related to atrezzo and shows.
Dance and Culture Institution

February 2006 – May 2008

Project Manager (Full-Time)
Servifull, S.L.
(Madrid, Spain)

Publishing and Printing
Printing coordination of medical journals and its distribution for national and international customers. Preparation of projects with the team of translators, typesetters and printing workshop.

Jan. 2003 – July 2005

Head of the Production Department and Translator (Full-Time)
AABAM TRADUCCIONES
MAGDALA
TRADUCCIONES
ENGLISH LINKS
(Madrid, Spain)

Head of the Production Department: responsible for translation quality control and subsequent revision of large translation projects in various languages.
External English to Spanish translator: computer games, marketing and advertising texts for UK clients.
In-house text corrector: style correction of translations of construction projects, web sites for various language schools in the UK, and annual audit reports for Arthur Andersen and Pricewaterhousecooper in South America. Correction of language course brochures, UK pharmaceutical laboratory medical publications, and text books for UK secondary schools.

November 2002 – April 2005

Freelance Proof-reader and Project Manager (Part-Time)
EDITORIAL SLOVENTO
EDICIÓN PERSONAL
(Madrid, Spain)

Literary proof reader: Orthography and typography proof reader, grammatical, syntax and style correction of documents and books before their publishing.
Publishing editing: Responsible for book editing, publication projects design in cooperation with the writer, coordination of a publishing team of external collaborators, promotion and distribution of published books.

January 2001–October 2002

In-house Video game proof reader (Part-Time)
BABEL MEDIA
(Brighton, England)

Linguistic proof reading and quality control of games translation and publications concerning the games in different media within the Spanish Department of Infograme.

December 1998–December 2001

In-house Bilingual Updater/Translator (Full-Time)
SEABOARD ENERGY GAS
(Hove, England)

Internal English to Spanish translator of commercial texts and Updater.

EDUCATION AND TRAINING

1999 – 2002
BRIGHTON UNIVERSITY
(ENGLAND)

BA HONS IN ENGLISH STUDIES WITH LINGUISTICS (specialising in translation)

March – April 2013
"Cálamo & Cran" Madrid
(Spain)

DIPLOMA OF TEACHER OF SPANISH AS A FOREIGN LANGUAGE (E/LE)
(136 hours)

Marzo – Abril 2013
(actualidad)
C. Corworking UTOPIC_US

COMMUNITY MANAGER (ONLINE)

November 2012
EN+ DISEÑOSOCIAL
ONLINE-COURSE

COMUNICACION AND SOCIAL DESIGN
(Platform for Communications and design oriented to a social change)
(3 months)

March 2007
"Cálamo & Cran" School
Madrid (Spain)

Diploma in "Subtitle translation"
"Calamo & Cran" school in Madrid (12 hours)

Nov. – Dec. 2004
"Cálamo & Cran" School
Madrid (Spain)

Diploma in professional style correction " (24 hours)

April – June 2003
"Cálamo & Cran" School
Madrid (Spain)

Diploma in Professional Proof-reading (in Spanish) (40 hours)

COMPUTING SKILLS

Expert in use of Internet as a computing tool. Three PCs with varios translation tools, such as Trados WB 7.0, SDL Trados Studio, Windows Operating System and 24 hours Internet connection.

OTHER ACTIVITIES

Designing and creation of corporate blogs
ASILIM (Asociación para la Integración Lingüística del Inmigrante en Madrid)
<http://diversidadculturalasilim2013.blogspot.com.es/>

ADDITIONAL INFORMATION

Volunteering: Regular member at CEAR (Comisión Española de Ayuda al Refugiado) as a Translator.