



Lourdes Zalcik

Freelance Language Services Provider

Apt 7 14130 80 St NW, Edmonton, AB T5C 1L6 Canada

zalcik@telus.net - www.zalciktranslations.com

Phone: 780 473-4112 Cellphone: 780 499-6213

Freelance Spanish to English Interpreter and Translator

RATES:

Interpretation: \$25 per hour for general subjects, \$30 an hour for legal subjects. Travel expenses not included.

Translation: \$0.10 to \$0.20 per word depending on the subject and amount of work.

HIGHLIGHTS

- Full time interpreter, translator, and post editor since 2004
- Able to travel or work remotely
- Home office equipped with Windows computer, fast Internet connection, web camera, microphone, scanner, and printers
- Working tools include Microsoft Office Suit, Adobe Creative Suit, and Xpresscribe, and Open Office.

WORK EXPERIENCE

Freelance Language Services Provider

May 2010 – Present

Home office

Edmonton, AB

Business services

- Interpretation for Spanish-speaking clients within Alberta through translation agencies and for my own clients, mainly for health care and legal matters

- Translations, proofreading, and editing documents from English into Spanish and vice versa
 - Legal documents
 - Marketing research
- Transcribe recordings and videos from Spanish into English
 - Focus groups
 - In-depth Interviews
- Monitor interviews in Spanish and report quality in English
 - Call centres

Transcriptionist/Translator

Jan 2003 – January 2010

Advanis Inc.

Edmonton, AB

Main duties

- Translate, proofread, and edit documents and audiovisual materials from English into Spanish or from Spanish into English for clients including pharmaceutical, automotive, food processing, electronics, telecommunications, and financial services industries as well as universities and Government.
- Main subjects include awareness, attitudes, and behaviors in relation to marketing research.

VOLUNTEER WORK

2004 – 2012

The Mexican Cultural Society of Edmonton

Edmonton, AB

- Translation and proofreading of forms and documents in general
- Translation of vital documents and consecutive interpretation for Hispanics living in Edmonton

- Facilitation of ESL conversation groups

2009 to 2013

EISA (Edmonton Immigrant Services Association)

Language Bank

Edmonton, AB

- Translation of vital documents and consecutive interpretation for Hispanics living in Edmonton
- Interpretation for immigrants

POST SECONDARY EDUCATION

1985 - 1989 - ENAP-UNAM

Mexico City,

Mexico

National School of Fine Arts of the Autonomous University of Mexico

Degree in Graphic Communication, eight semesters

1993 IMDEI-Nafinsa

Mexico City, Mexico

Small Business Management 120 hours

1983 - 1985

English

Escuela Nacional de Capacitación Aduanal (SHyCP)

Mexico

REFERENCES

References provided upon request.