

FRANCESCA DIAZ

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Place of Birth: Liège (Belgium)

BILINGUAL FRENCH and SPANISH ENGLISH – CATALAN

Personal Profile

From 2005 to present: Freelance Translator. **Qualified Legal Translator and General Translator: French, English, Spanish and Catalan** for translation agencies; law firms; universities; companies and individuals.

TRANSLATOR: French and English into Spanish / French

LEGAL:

<ul style="list-style-type: none">○ License / Loan agreement○ Industry absenteeism cartography○ Partnership agreements○ Arbitral awards○ Employment contracts○ Patents○ Trade mark application○ Summons global fashion brand○ Minutes Annual General Meetings○ Judgment of Adjudication○ Pensions Insurance	<ul style="list-style-type: none">○ Terms and conditions sale/purchase○ Collective agreements○ Disposal agreement○ Formal notices (warnings)○ Assignments○ Arguments○ Judgement and notification○ Charter○ Statutes○ Cookie Policy○ Yacht: web and terms and conditions
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OTHER AREAS:

<ul style="list-style-type: none">○ Human Rights○ Interviews ONU○ Contents of Internet Sites & e-commerce○ Technical translation – Manual instruction○ Essential oil website○ Organic certification organization○ Job advertisements social workers	<ul style="list-style-type: none">○ Marketing○ Decoration: glass laminates○ Micro fibre Floor Mops, ballasts○ Conferences○ Conventions, Protocols cars○ Business guidebooks○ Technical datasheets of chemical products
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- Volunteer translator at **BICE** International Catholic Child Bureau (Bureau International Catholique de l'Enfance).
- Conference for the **University of Nancy** Social Innovation in Latin America.
- Transcription and translation: Writer **Tensamani** of Tangier about **Paul Bowles**, for the film "Mapa emocional de Tánger" by Minimopro Production.
- Spanish < > Catalan: Political and economic news, press releases

EDUCATION & QUALIFICATIONS

ENGLAND:

- Brighton Metropolitan College. NCFE Level 3 Award in Education & Training 2017
- ISE School. Advanced (CAE) Cambridge exam. Brighton 2017
- St. Giles International, English. Brighton 2017

SPAIN:

- International House. Teacher of Spanish as a Foreign Language. Barcelona 2016
- University Pompeu Fabra. Introduction to the teaching of Spanish. Barcelona 2015
- University of Vic. Degree in Translation English-French-Spanish-Catalan. Spain 2014
- University Abat Oliba CEU. Catalan CEFR Mastery level C2. Barcelona 2014.
- OISE Language Coaching. Course in English. Cambridge 2013.
- Sampere School. Diploma in Qualified Legal Translating with French and Spanish. Spain 2011. (Distinction).
- CIC Cultural Institution. Barcelona 1999. Advanced vocational education in Secretariat
- Chamber of Commerce of Paris. French Secretariat. Barcelona 1999.
- French Chamber of Commerce in Barcelona. Business French with special distinction. 1999.

BELGIUM:

- Athénée Royal de Herstal. Secondary School in French. Belgium
- Ecoles Primaires Communales. Primary School in French. Belgium

Trados Studio 2009, OmegaT, and Wordfast Anywhere. MSOffice.

TEACHER:

Teacher of Spanish and French language. I grew up in Belgium where I studied in French.

2017	Cactus Languages. Brighton	Spanish and French classes to adults
2017	Hove Park School. Brighton	Volunteer Teaching Assistant of French and Spanish
2016	DENSO Company. Barcelona	Spanish company classes to Japanese group of highly qualified professionals employees.
2015 - 2012	University Abat Oliba CEU. Barcelona	Teacher Assistant to teachers of the British Council and teachers of Spanish and Catalan. Correction of French official exams.
2012 – 2009	- Volunteer YMCA (Young Men's Christian Association). Barcelona - Volunteer NGO Dr. Ribas. Barcelona	<ul style="list-style-type: none"> ○ Help disadvantaged children in excursions ○ Fundraising for children with mental disabilities in Africa
Previous employment includes various long and short term contracts working for international companies as an Assistant, Administrator and Customer Service . Extensive use of French, English and Spanish for business.		