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SKYPE: Cristina M. Ponce de Leon

CRISTINA M. PONCE DE LEÓN

Dual citizenship

American / Spanish

Born in New York U.S.A

On the 1st of July 1975

Bilingual: English / Spanish



profesional profile: GRADUATE In ArCHITECTURE, i´VE ALSO undertaken PROFESSIONAL TRANSLATION STUDIES. over ten years of **professional EXPeRIENCE. I am a Highly motivated person, with a great learning capacity**.

I see each new challenge as an oportunitty to demostrate how worthy I am.

ExperiENCE

FREELANCE (2010 – To date)

SPANISH ENGLISH / ENGLISH-SPANISH TRANSLATOR

Freelance translation both from Spanish into English and from English into Spanish, of all sorts of documents: manuals, business letters, press releases, etc.

* + Translation from Spanish into English:

-Through “La Comunidad” for the furniture brand *Arlex*, Spain

-Both as volunteer and freelance for Intermón Oxfám, Spain

-For Vértice Arquitectos, Perú

-For Seo Arquitectos, Perú

-For Poliglota Traducciones, Spain

-For Calamo&Cran, Spain

-For Lifestrong Coaching, Spain

* + Translation from English into Spanish:

-Trough Voicearchive agency for companies such as HP, SanDisk, Hairer y Vestas, Denmark

-For IWMF (International Women´s Media Foundation), U.S.A.

-Through “La Comunidad” for *Op de Beeck & Worth* (Company´s Website), Spain

-For Worldscribe, Norway

-Through PNA Solutions for General Electric, Corea

-Translation of the novel “Tadau a Mebion” from Tim Carrigton

- Konses Public Relations, Germany

* + Proofreading of American English transcriptions:

-Sigma Technologies, Spain

RAUL GUTIERREZ SALGADO (2010 -2012)

ARCHITECT

Collaboration, as an architect, in the elaboration of proposals for architecture and urban planning international competitions such as the Tullamore´s Community Arts Centre or the Finnoo Marina City: Open International Ideas Competition.

S28 ARQUITECTURA SL (2010 – 2011)

ARCHITECT

Collaboration, as an architect, in the elaboration of a proposal for Casa Decor 2010, as well as representing the architecture firm at the interior design exhibition.

ESTUDIO 20 (2010)

ARCHITECT/SECRETARY´S OFFICE

Receptionist and secretary duties at an architecture and engineering studio. Handling of calls, mails, faxes, meeting room coordination, etc.

COLLABORATION WITH THE ARCHITECT SALVADOR PEREZ ARROYO (2003)

RESEARCHER

Investigation research for the book " The Critical Years: 10 Spanish Architects"

EDUCATION

**High School Degree, King´s College**, Madrid, 1979-1993

**Primer Ciclo de Arquitectura** Centro De Enseñanza Superior CEU, Madrid, 1993-1998

**Degree in Architecture** Escuela Técnica Superior de Arquitectura de Madrid, 1998-2004

**Master in Virtual Architecture** Fundación Antonio Camuñas 2003-2004

**Professional Translators Certificate** Calamo&Cran, Professional Language and Editing Applications Center 2010-2011

**Trados 2009 Approved Training Course** Calamo&Cran, Professional Language and Editing Applications Center 2012

ADITIONAL EXPERIENCE

EULEN

WORK IN IFEMA IN INTERNATIONAL TRADE FAIRS SUCH AS FITUR OR INTERGIFT

(2011- To date)

Operator and assistant in the trade fair´s entrance dispense counters. Data recording of the people attending the fair.

LANGUAGES

* **Spanish/English Bilingual**
* **Certificate of Proficiency in English:** June 1992

AWARDS

IETcc-CIETAN Award

For the research "Análisis experimental del comportamiento mecánico de forjados prefabricados"

SKILLS

I am a highly committed person, with strong values. I like to think of myself as a transparent and honest person, features which give others a high degree of confidence in me. This facilitates communication and contributes to the correct development of projects.