

Elena Suárez Robles
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French & Spanish
Born in Paris, France
35 years old
LinkedIn: Elena Suárez (苏彤)

Education

- 2011 **Master's degree in Immigration Management**
Faculty of Political Sciences, Universitat Pompeu i Fabra, Barcelona
Dissertation on Chinese immigrant pupils and Spanish education policies
- 2006 **Bachelor of Chinese Language, Literature and Foreign Culture (= Maîtrise)**
INALCO – Paris (National Institute of Oriental Languages and Cultures)
Dissertation on China's Electricity Sector
- 2005 **Bachelor of International Trade (*DREC*, – Maîtrise), INALCO**
Majors: Economics, Marketing, Business English, Finance
- 2002–2003 **Beijing Languages and Cultures University, Chinese studies, first semester**
- 1999 **A-levels of Economics and Social Sciences, English specialization**
Spanish section of the *Lycée International of Saint-Germain-en-Laye*, France

Languages and computer skills

Native in French and Spanish

English: Professional working proficiency

Chinese: Professional working proficiency

Catalan: Professional working proficiency (C level)

Computer skills: Word, Excel, Power Point, Internet

Translation software: Wordfast Pro

PROFESSIONAL EXPERIENCE

Since May 2013

Translator, interpreter, consultant and intercultural mediator

Catalan – Chinese – English – French – Spanish

Translation fields: International Trade, Tourism & Culture, Education, Migrations, Intercultural programs,

Clients: *Associació Benestar i Desenvolupament* (Barcelona), Long Strategic Consultancy (Beijing–Madrid–Palma), Nova Language Services (Barcelona), MT Idiomes (Ripollet), Transperfect Studios (Barcelona), ProTranslating (US), Editorial You Feng (Paris), UAB, UPF, AECID, etc.

June 2013– March 2014

Chinese, English and Spanish translations and interpreting, administrative assistant at CCIC Spain, Barcelona.

May– June 2013

Spanish <> Chinese consecutive interpreting, transcription and translation of fieldwork research project Recercaixa 2013; Pompeu i Fabra University, Barcelona.

March–June 2013

In-company French teacher at Idiomas Training, Barcelona.

December 2012

Spanish & English <> Chinese consecutive interpreting at the Arbitration Court of Barcelona; *Traduccions Nexes*, Barcelona.

February– June 2012

Instructor for Babel Asia, Chinese, Spanish & Catalan languages exchange program at Casa Asia, Barcelona.

March– July 2011

Internship at the Asian Communities Department of Casa Asia; wrote a report on the Chinese virtual communities in Europe.

September 2008– July 2012

Chinese mediator and interpreter within Social Services and the Mediation Team of Santa Coloma de Gramenet; Prograss SL, Barcelona.

March– July 2008

Assistant editor of the magazine “Chine sur Seine”, *Centre Culturel de Chine à Paris*: Chinese to French translations, editing, reporting, interviews.

2007

Sales coordinator at Dracco Company Ltd., Hong Kong: Chinese and English working environment.

2006

French and Chinese to Spanish translations for You Feng Editions, Paris: *Spanish-Mandarin* and *Mandarin-Spanish New Pocket Dictionary* and *Preparation Guide for Examinations in Mandarin* and *Chinese Method for beginners* (2nd volume) by Chen Jie Jazotte.

July 2005 – February 2006

Internship within the Higher Education Department of the French Consulate in Shanghai. wrote a report on China Higher Education and Sino-French University; issued the daily Chinese Press Digest using local and foreign Press.