



## Curriculum Marco Wagner

### Personal Data

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Date of Birth	15. October 1974
Nationalität	German
Place of Birth	Marktheidenfeld, Germany
Marital Status	Married, one child
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### Personal Profile

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German Native speaker with extensive experience in business relationships and expertise in various industries. Multilingual - over 10 years of experience in technical translations from English to German, excellent knowledge of Spanish (Business Level, 90%). Adaptability and flexibility to work and live with different cultures and in different business climates.

Responsible and self-reliant, capable of analysis. Involved in various projects and positions of leadership in the automotive industry, IT, engineering (electronics, mechanics and hydraulics), commerce, marketing, Tourism, Sport and Recreation.

Excellent computer skills (Windows & Mac), including office software (Word, Excel, PowerPoint, etc.), multimedia software's as well as advanced Internet research skills, ability to program and optimize websites, knowledge of server-networks and PC as well as all Network related components - 3 years work experience as a network administrator in Germany and constant training and education. Responsible and used to work under

pressure, problem solver and organizer with outstanding communication skills. Excellent team worker as well as independent, reliable and self-sufficient.

## Education

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- 1981 – 1991                      **Georg Ludwig Rexroth Realschule, Lohr am Main, Mittlere Reife (Intermediate school-leaving certificate)** – Technical area, 10 years.
- 1991 – 1995                      **Bosch Rexroth AG, Lohr am Main, Energy Electronics studies** – 4 years of studies in the field of energy electronics, combined with knowledge of mechanic, pneumatic and hydraulic.
- 1998                                **Bosch Rexroth AG, Lohr am Main, Certified industrial welder** – in house study at Bosch Rexroth AG Lohr am Main, Germany.
- 1999 – 2002                      **Bosch Rexroth AG, Lohr am Main, Network Administrator** – in house teaching in the IT Branch of Bosch AG in Germany, 3 years of practical and theoretical work experience.
- 2002 – 2004                      **Aktun Dive Center, Tulum Mexico, Technical Cave Diving Instructor and Service Specialist** – 2 years of training to the Level of Technical Cave Diving Instructor.
- 2014 – 2017                      **AKAD-Kollege, Germany, Translation Diploma studies**

## Experience

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- 2015 – 2018                      **Part-Time German Language Teacher, Berlitz** Freelance Teacher for German in the virtual Classroom division of Berlitz.
- 2012 – present                      **Freelance Translator, MW-Translation & Localization, Mexico.** Freelance translator for the language pair English to German, website and software localization. Specialized in the fields of IT, tourism, diving, automotive, engineering, mechanic, electronic, hydraulic and marketing.

- 2010 – 2013 **Translator and Interpreter, Real Estate Tulum, Mexico.**  
Translating of websites and real estate listings from Spanish for the English and German speaking market, Interpreter for foreign clients. Social Media Marketing and website optimization.
- 2007 – 2012 **Director, Administrator & Co Owner, Hotel Villas H2o, Mexico.** Administration and Hotel management. Translating of marketing materials, websites and flyers for the German speaking market. Website localization, programming and designing. Interpretation for German speaking guests and travel agencies. Financial and Operational Organization and cooperation with governmental institutions. Construction supervisor and negotiations with contractors and suppliers.
- 2005 – 2013 **Interpreter, Teacher & Owner, H2O Pro Diving, Mexico.** Administration, organization and managing of tour operations and classes. Technical Cave Diving Instructor and guide specialized in cavern and cave diving in the Yucatan Peninsula. Website localization, programming and designing. Interpretation for German and English speaking guests and tour operators. Various translations of technical diving manuals from English into German. Teaching of multilingual (English, Spanish & German) technical and cave diving classes.
- 2002 – 2005 **Technical Cave Diving Instructor, Translator & Manager, Aktun Dive Center, Mexico.** Translation of registration materials and diving manuals from English to German. Multilingual teaching (German, English and Spanish) of diving and technical diving classes. Interpreting for German and English speaking guests with English or Spanish as source language. Operation Manager for guided dive tours and dive education.
- 1999 – 2002 **IT Network Administrator, Bosch Rexroth AG, Germany.** Coordinating of network servers, software installation and updates as well as user help desk. Translating and interpreting of meeting protocols, manuals and all work related material for colleagues as well as for superior whose native tongue was English.
- 1991 – 1999 **Technician in the fields of energy electronics, mechanics, hydraulics and pneumatics, Bosch Rexroth AG, Germany.** One of this years as certified welder for oil pipelines. Interpretation for foreign exchange workers from India as well as written translation of work related material in the field of mechanic, hydraulic and electronic (from German to English and verse wise). Contact person and person in charge for installations and repairs at industrial plants throughout central Germany.

1995 – 1996                      **Signalmen, German Air-force, Germany.** Signalmen in the anti aircraft missile group “Patriot”. User manual and Order translations since most of the material was written in English. English conversation practice as a signalman during shared exercises of German and American forces.

1990 – 1999                      **Automotive Mechanic, building, customizing and rebuilding of motorcycles (makes from America, Asia, UK and Germany), 1990-1999.** Frame welding, mechanic and electric. Translating of service and repair manuals which were only available in English.

## Languages

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German	native tongue
English	excellent, business level
Spanish	business level (90%)

## Computer & Software

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PC & Laptop	Excellent computer and internet skills (Windows & Mac OSX)
MS Office	Proficient user (more than 15 years of experience)
Dreamweaver	Proficient user (more than 10 years of experience)
SDL TRADOS	Proficient user (Studio 2011 & 2014)

## Further Education

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2014 - 2017                      **AKAD-Kollege, Germany, Translation Diploma studies**

## Skills

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- Technical translations from English to German
  - Teaching
  - Excellent Spanish skills (business level)
  - Excellent computer skills (Windows & MAC OSX)
  - Proficient in MS Office, Adobe Photoshop, Dreamweaver, SDL Trados (Studio 2011 and 2014), Adobe Acrobat
  - Website programming
  - Internet research and evaluation skills
  - Social Media Marketing
  - Excellent technical knowledge (and work experience) in the fields of:
    - Electronics
    - Hydraulics
    - Automotive
    - Mechanics
    - Commercial and Technical Diving
    - Tourism
    - Industrial Engineering
    - Information Technologies (Hardware & Software)
  
  - Used to work under pressure
  - Excellent team worker as well as self-sufficient
  - Problem solving and analysis
  - Excellent communication skills
  - Capability to adapt fast to new work environments
  - Leadership experience
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MARCO WAGNER