

EXPERIENCE

01. Freelance Translator, NOVARA (Italy)

ENGLISH / ITALIAN > SPANISH from SPAIN

April 2014 - Present

VAT Nr.: IT 02418560039

- A **native Spanish speaker** with over 15 years of hands-on experience and knowledge in marketing, advertising, and international trade.
- Services: copywriting, translation, proofreading, localization, and transcreation.
- EXPC: healthcare, e-commerce marketing (multi-product), luxury fashion, IT (VoIP), logistics, photography, advertising...
- In a previous stage (2008-2011), side business as a translator for private customers and the company English for Business Snc., in addition to Spanish teaching (general & business Spanish).

02. Biz Model Distribution, SRL, NOVARA

INTERNATIONAL SUPPLY CHAIN MANAGER

2004 - 2014

RC Hobby Industry

- **English as a common language in day-to-day operations.**
- Assist the general manager with **EN<>IT translation of business documents, international correspondence, and sight translations.**
- Scout suppliers and negotiate pricing and payment terms, reaching contractual agreements in the short- and medium-terms.
- Management of purchase orders and reverse logistics cycle.
- Product cost calculation and assessment in terms of product purchase price & relevant landed costs, plus profitability analysis of brands.
- Processing invoices, cash-flow planning, management of critical payment conditions, and relations with the Administration department.
- Continuous interface with logistic companies and Customs Office in import operations.
- Demand planning, trends in sales, and inventory monitoring to ensure an adequate level of stocks.

03. Tiempo BBDO, MADRID (Spain)

ACCOUNT SUPERVISOR

1996 - 2002

Multinational Advertising Agency

- Hired as an Assistant and, within months, promoted to Account Executive as a reliable team player with top-notch operational skills.
- Winner agency of two decisive new business pitches: the privatization of Endesa and the repositioning of Retevision (375 M€ of media investment in the launching campaign), contributing to the significant increase in agency revenues.
- In 1998, appointed Account Supervisor and Consultant for the BBDO International Telecommunications Hub because of my proven strategic and organizational skills.
- 60+ projects collaborating effectively with cross-functional teams.

Awards for commercial effectiveness of communication:

- EFi'99 Award – Gold – Brand Building – Retevision.
- EFi'01 Award – Silver – A Services Category – Retevision.

Clients: Retevision (Corporate, Residential, and Business), Paradores de Turismo, Endesa, Save the Children, Vodafone/ex-Airtel, PepsiCo, Heineken, Energizer, ABC, and Altadis.

EDUCATION

SPECIFIC FUNDAMENTALS OF TRANSLATION

Language combinations: English-Spanish, Italian-Spanish
ISTRAD, Virtual University (2014-2016)

INTERNACIONAL TRADING SPECIALIST

CESMA BUSINESS SCHOOL, Madrid (2003)

BACHELOR DEGREE IN ECONOMICS AND BUSINESS ADMINISTRATION

Marketing and HR specialization

UNIVERSIDAD DE DEUSTO, San Sebastian (1989-1995)

SKILLS

LANGUAGES

- Target language (mother tongue):
SPANISH ►►►►►►►►►►
- Source languages:
ENGLISH ►►►►►►►►►►
- ITALIAN ►►►►►►►►►►

SOFTWARE

- Content management systems: Veeva Vault PromoMats.
- CAT: Trados Studio, SDL Multiterm.
- Keyword Research & Optimization
- Other: MS Office (Word, Excel, PowerPoint), LibreOffice, Adobe Acrobat, Adobe Photoshop, WordPress, ERP Netsuite.

PROFILE

I am passionate about making words work harder for my clients since I learned from my solid experience in marketing, advertising, and international trade how communication and cultural adaptation play a critical role in business success.

I offer an excellent understanding of fields of expertise, terminological accuracy, punctuality in delivery, and thorough and shining executions.

Known for my constant striving for improvement and great attention to detail. Sought after to manage demanding, creative, and complex projects, ensuring timely and on-budget completion.

Naturally predisposed to teamwork, relying on open communication and group motivation to improve performance.

Additionally, I have extensive experience streamlining the linking of scientific references in English and Italian languages on the Veeva PromoMats portal for leading Biopharma companies.

https://www.linkedin.com/in/amayairaeta/?locale=en_US