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| **NEREA ORTEGA GARCÍA**  ***DUTCH, ENGLISH AND SPANISH TRANSLATOR***  [nereaortega@gmail.com](mailto:nereaortega@gmail.com), Tel: 652 11 86 42  [https://es.linkedin.com/pub/nerea-ortega-garcía/38/95a/a18](https://es.linkedin.com/pub/nerea-ortega-garc%C3%ADa/38/95a/a18) |  |

*A versatile engineer, creative and adaptable, now a translator after a life experience in United States, Belgium and The Netherlands. I introduce myself as a responsible professional with experience in translation of different kinds of documents in English, Dutch and Spanish, with special experience in technical documents.*

*LANGUAGES*

* *Spanish*, native speaker (C2)
* *English,* advanced level (C1)
* *Dutch,* advanced level (C1)
* *French,* beginner (A1)

*WORK EXPERIENCE*

FREELANCE TRANSLATOR October 2014 – Currently

*Dutch, English and Spanish Madrid, Spain*

* Translation of documents about different topics, but specially technical documents, in Spanish, English and Dutch into Spanish.
* Proofreading of Spanish texts.

eGEON March 2014 – September 2014

*Dutch and English translator Madrid, Spain*

* Translation of documents from English and Dutch into Spanish, primarily, using Trados Studio.

BPSC (Dow Chemical Group) April 2012 – June 2013

*Country Focal Point Administrator Terneuzen, Netherlands*

* Technical and safety data sheet translation of documents and chemical products from English and Dutch to Spanish, using Wordfast. Safety Data Sheets (SDS) quality control in Spanish.
* Management and improvement of the tool to assign work among co-workers

FREELANCE September 2010 – March 2012

*Conversation tutor in Spanish Ghent, Belgium / Boston, USA*

* Conversation tutor, in Spanish with Students of the Spanish language. Collaborator with language schools as the UCT (Gent Universiteit) and CVO Leerdorp.

WHOLE FOODS MARKET April 2010 – August 2010

*Prepared Foods Team Member Cambridge (MA), USA*

* Working in the American job environment with the opportunity of improvement of the English language.

APPALACHIAN MOUNTAIN CLUB August 2009 – October 2009

*Front Desk Volunteer Boston, USA*

* Commercial work, selling books and merchandising in the AMC store in the center of Boston and administrative work in the reception.

EULEN, S.A. (Grupo Eulen) January 2005 – July 2009

*Environmental Technician Madrid, Spain*

* Beginning with a Citius Grant in the headquarters of the company (National Environmental Management) where I was upgraded toBranch Technician in Guipúzcoa in charge of the Environment contracts, then I went back to the headquarters (National Environmental Management) as Environment technician where I analyzed and reported on environmental projects related to public and private clients and budgets.
* Managed projects related to the natural environment and gardening with budgets between 15.000€ - 1.300.000€. Also coordinated National contracts and training courses and performed as tutor in the courses.

TRAGSATEC (Grupo Tragsa) October 2003 – December 2004

*Ortophoto Interpreter Madrid, Spain*

* Ortophoto analysis with a special GIS called DINAMAP

ASOCIACIÓN GRUPO SCOUT BUEN CONSEJO September 1998 – July 2005

*Counselor - Coordinator* *Madrid, Spain*

* Coordinating volunteers, designing and executing games, activities, excursions and summer camps with children and young people between 6 and 17 years.

***EDUCATION***

* Master in Protected Natural Areas. (Master en Espacios Naturales Protegidos) UAM – UCM – UAH, Madrid (Spain), June 2006.
* Forestry Engineer. (Ingeniería de Montes) UPM,Madrid (Spain), June 2004.

*COMPUTERING KNOWLEDGE*

* *Microsoft Windows, Mac OS, Microsoft Office*
* *Translation programs:* SDL Trados Studio, Wordfast
* *Geographical Information System*: Arcinfo, Arcview, Dinamap, Ingrid
* *Design*: Autocad, Photoshop
* *Budget analysis:* Menfis, Pressto
* *Financial Management:* Microsoft Dynamics, AS400 (IBM)

*TRAINING*

* *Localization and audiovisual tools for translators,* Traduversia, Jan. 2015
* *Style in Spanish,* Universidad Autónoma de Barcelona, Apr. 2014
* *Dutch, levels 1 - 5.* Gent Universiteit, Ghent (Belgium), Apr. 2012
* *Technical Soil Bioengineering*, Eulen Training Institute, Madrid (Spain), Mar. 2009
* *Management Skills Development,* Eulen Training Institute, Madrid (Spain), Apr. 2008
* *Natural Heritage, Biodiversity and Sustainable Development in Rural Areas,* Universidad Internacional Menéndez Pelayo. Palma de Mallorca (Spain), Sep. 2007
* *The Excellent Sale and The Negotiation of Conditions,* Sinergos. San Sebastián, (Spain), Jun. 2007
* *International Seminar on River Restoration.* Ministerio de Medio Ambiente. Madrid, (Spain), Sep. 2006
* *Management Training Services.* Eulen Training Institute. San Lorenzo del Escorial (Spain), Mar. 2005