

BEATRIZ ARGUELLO



FREELANCE TRANSLATOR

CONTACT DETAILS

- Place of birth: Managua, Nicaragua
- Nationality: Französin
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LANGUAGES

- Spanish (native)
- French (C2)
- English (C1)
- German (C1)
- Portuguese (B1)

SKILLS

- Microsoft Office (Excel, Outlook, Powerpoint, Word)
- HTML / CSS
- Mail Chimp

- Detail-oriented
- Good at time management and problem solving
- Self-motivated and empathic personality

WORK EXPERIENCE

INTERN IN PROJECT MANAGEMENT FOR A TRANSLATION AGENCY (LEIPZIG, GERMANY)

KERN AG | May 2019 - August 2019

- Translated and proofread texts
- Prepared and edited texts for translation
- In charge of the management of the terminology database
- Learned to manage a translation project

INTERN IN FASHION SHOWROOM SALES (BARCELONA, SPAIN)

Superdry PLC. | July 2018 - August 2018

- In charge of overall organization of the showroom
- Received wholesales purchasers
- Presented the 2019 collection to the clients

INTERN IN AN INDEPENDENT LATIN-AMERICAN LIBRARY (BERLIN, GERMANY)

Librería La Escalera | June 2017 - August 2017

- In charge of updating the library's data base
- Handled the library's online presence - regularly updated the company's website and social media accounts
- Monitored ongoing marketing campaigns

EDUCATION

ISIT PARIS (INSTITUTE OF INTERCULTURAL COMMUNICATION AND MANAGEMENT) Bachelor in Intercultural Translation, Communication & Management (2016-2019)

- Erasmus Student Exchange Program at Leipzig University, in Germany (Winter Semester 2018-2019)

INSTITUT CATHOLIQUE DE PARIS (CATHOLIC UNIVERSITY OF PARIS)

Année de Préparation aux Etudes supérieures (A one-year undergraduate intensive course to prepare for french higher education establishments) (2015-2016)

- JAN. 2016 - APR. 2016 | Three-month intensive language course at Goethe Institut in Berlin, Germany (Received the Goethe Institut Zertifikat - B2 Level)

LYCÉE FRANCO-NICARAGUAYEN VICTOR HUGO (French international school) in Managua, Nicaragua

Baccalauréat économique et social (High School diploma, social and economic sciences option, equivalent to A Levels), with honours (2013-2015)