# Elena Marco Oliver

Cervello, Spain, 08758 ♦ +34 634445581 ♦ [elenamarcoo@gmail.com](mailto:elenamarcoo@gmail.com)♦ Spanish nationality

# Education

Dalian University of Technology - Dalian, China, 7/2018

Master of Science, Linguistics and Applied Linguistics (in Chinese)

UPC Polytechnic University of Catalonia – Barcelona, Spain, 7/2003

Associate of Science**,** Telecommunications

**Experience**

Language specialist:

* English/Spanish proofreader. Freelance, China. 9/2013-present. Proofreading of academic essays
* Chinese-Spanish translator. Translated (online from China). 1/2018 to present. Translation assignments of miscellaneous content in Chinese (ID, birth certificates, contracts…)
* English/Spanish transcriber. VerbalizeIt (online from China). 11/2013 to 10/2017. Transcription of short videos of miscellaneous content
* English-Spanish translator. VOSE Traducciones Audiovisuales, Barcelona. 3/2012 to 7/2013. Translation of reality TV programs, documentaries (Discovery Channel, MTV) and cartoons. (See below for detailed information)
* English-Spanish translator. Media Arts Estudi, Barcelona.7/ 2011 to 3/2012. Translation of reality TV programs, documentaries and cartoons (Discovery Channel, MTV)

Education:

* Spanish Language Teacher. Dalian University of Foreign Languages (DFUL), Dalian, China. 9/2018 to present. Curriculum designing, teaching, testing and grading for undergraduate and graduate programs. Undergraduate Thesis Project advisor
* English teacher, Dalian University of Technology (DUT)Dalian, China. 9/2016 to7/2018. Teaching, testing and grading for Speaking, Public Speaking and Listening courses for undergraduate students
* Language instructor, TLC The Language Connection, Barcelona, Spain.9/2006 to 7/2013. Group classes of all levels in all the relevant language skills (reading, listening, speaking and writing); One-on-one Spanish tutoring for foreign professionals working in Barcelona; Cambridge Assessment University ESL examinations (FCE, CAE, CPE) preparatory courses

**Service Industry:**

* **Passenger traffic agent,** IBERIA airlines, Barcelona airport, 1996-2003.

# Certifications

* **Center for Language Education and Cooperation, China,** Audiovisual Translation Workshop Chinese Spanish (part of the “Advanced Training for Translation Talents” Project), July 2022
* **Instituto Cervantes**, DELE (Diploma of Spanish as a Second Language) Examiner, levels A1-A2, B1-B2, C1-C2, 2019
* **International TEFL and TESOL Training**, TESL Certificate, 2018
* **Confucius Institute Headquarters**, HSK 5 (Chinese Proficiency Test), advanced level (equivalent to ILR 4 or MCER C1), 2014
* **International House**, English-Spanish online general translation course, 2012
* **Cambridge Assessment University ESL Examinations,** C.P.E (Certificate of Proficiency in English), proficient level, (equivalent to MCER C2 or ILR 5), 2005
* **Music Conservatory of Palma de Mallorca**, Elementary Diploma on Piano and Music Theory, 1994

**Languages**

* **Spanish:** native
* **Catalan:** native
* **English:** C.P.E. Cambridge Examinations
* **Chinese:** HSK 6
* **German:** elementary level

**Computer skills**

* Logic X Pro
* Final Cut Pro
* Word, Power Point, Excel
* Facebook, Instagram, YouTube, Wix

**Activities & interests**

* Music performance and production: piano, guitar, song writing, live band lead singer <https://www.youtube.com/channel/UCMUvmcqjeSCeBDV34Zd5ohg>
* Music blogging in English/ Spanish/Chinese <https://helpupina.wixsite.com/helmusic/blog>
* Chinese culture, sports and health food