

CURRICULUM VITAE

Ana Verónica Casas Ruiz
FREELANCE TRANSLATOR
Speciality: Scientific-technical



PERSONAL DETAILS

Name: Ana Verónica Casas Ruiz
Date of birth: 05 December 1986
Place of birth: Baeza (Jaen) Spain
Nationality: Spanish

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EDUCATION

2004-2008 Bachelor's degree in Translation and Interpretation, Faculty of Translation and Interpretation, University of Granada (Spain). **Speciality:** Scientific- technical and audiovisual.

Translations pairs: 1) English-Spanish
2) French- Spanish

2006 – 2007 3rd year of the degree in Translation and Interpretation as Socrates-Erasmus Program scholarship holder in Université Catholique de l'Ouest, Angers (France)

2002 - 2004 High School Graduate. Option: Liberal Arts. High School: IES Santísima Trinidad in Baeza (Spain).

GPA: 9,17 **with distinction.**

University entrance examination: 8,36

1998 – 2002 Compulsory Secondary Education (ESO). High School: IES Santísima Trinidad in Baeza (Spain)

ADDITIONAL STUDIES AND DIPLOMAS

- July 2013** First Certificate in English, University of Cambridge.
- June 2011** Diploma in Advanced French, EOI Carlota Remfry, Linares. (Spain)
- May 2009** Correspondence course on Workforce training (280 hours), Sindicato de Trabajadores de Cádiz (Spain)
- February- March 2009** **PGCE** (Postgraduate Certificate in Education) University of Jaen.
Internship: High School Andrés de Vandelvira, Baeza (Spain).
Mark: Distinction
- July 2004** English scholarship in Northampton (England)

LANGUAGES

- Spanish:** Mother tongue.
- English:** Advanced
- French:** Advanced

COMPUTING COMPETENCES

Advanced user level of:

- Operative Systems: Windows 10 Home
- Office Suites: Microsoft Office (Word, Excel, Access & Powerpoint)
- CAT Software: SDL Trados 2014 and 2017

PROFESSIONAL EXPERIENCE

Since October 2017 **French/English>Spanish freelance translator**

Principal projects

➤ General translation:

- Translation of several board games rules for children French>Spanish (Artha Translation, France)
- Translation of a description of a French play French>Spanish (Client for Linoo, France)
- Translation of commercial letters and emails French>Spanish and English>Spanish
- Translation of sections of a website about accessories French>Spanish (Artha Translations, France)

➤ **Technical translation:**

- Technical translation of a Website about chemical products French>Spanish, 150 000 words (Artha Translation, France)
- Technical translation of a catalogue about chemical products French>Spanish (Artha Translation, France)
- Translation of a Datasheet about Feed complements for animals French>Spanish (Artha Translation, France)
- Translation of a communication system instructions manual French>Spanish (Artha Translation, France)
- Translation of several informative brochures about a flight simulator English>Spanish (Artha Translation, France)
- Translation of several Datasheet about products for plants French>Spanish (Artha Translation, France)
- Translation of an air conditioner instructions manual French>Spanish (Alphatrad France)
- Translation of a captive bolt pistol instructions manual French>Spanish (Artha Translation, France)
- Translation of a taximeter instructions manual French>Spanish (Artha Translation, France)
- Translation of a solar cream and spray label French>Spanish (Artha Translation, France)
- Translation of some messages from a container screen French>Spanish (Artha Translation, France)
- Translation of a brochure about a metering pump French>Spanish (Artha Translation, France)
- Translation of a hoist instructions manual French>Spanish (Artha Translation, France)

➤ **Pharmacological translation:**

- Pharmacological project about hyperkalaemia English>Spanish, 30 000 words (SS Protelo Business Solutions, India)
- Translation of FAQs and PowerPoint about pharmacological studies about psoriasis English>Spanish (Interpreting and Translating Agency S.L.U., Spain)

➤ **Medical translation:**

- Medical report about a patient's hospitalization French>Spanish (Particular client)

➤ **Touristic translation:**

- Translation of a touristic brochure about a deluxe activity centre in France French>Spanish (Gear Translations, Spain)
- Translation of a touristic brochure about an Incoming Tour Operator English>Spanish (Artha Translation, France)
- Translation of a touristic opinion article French>Spanish (Alphatrad France)
- Translation of several touristic datasheets French>Spanish (Gear Translations, Spain)
- Translation of an opinion article about a mountain resort French>Spanish (Gear Translations, Spain)

➤ **E-commerce translation:**

- Translation of a E-commerce website English>Spanish, 25 000 words (Translation Agency LiTerra LTD, Russia)
- Translation of Datasheets about cosmetic products French>Spanish and English>Spanish (Artha Translation, France)

October 2008 – July 2017

English and French translator in Escuela de Idiomas Baeza, translating texts about different subjects.

Texts translation into Spanish, English and French:

- Restaurant menus
- Brochures
- Letters
- Birth certificates
- Testaments
- Medical reports
- Business letters

English teacher in Escuela de Idiomas Baeza, preparing children and adults for the Cambridge Examinations (Starters, Movers, Flyers, KET, PET and FCE)

French teacher in Escuela de Idiomas Baeza preparing children and adults for Alliance Française exams (Delf B1, Delf B2 and Dalf)

March – May 2011

English for business management teacher (200 hours course) Escuela de Idiomas Baeza.

- March – May 2010** English for business management teacher (200 hours course) Escuela de Idiomas Baeza.
- July – August 2008** Private English and French tutoring in Escuela de Idiomas Baeza.

VOLUNTEER ACTIVITIES

- February 2007** Social interpretation: Helping a woman in France to solve a problem with a legal matter in Spain by telephone.

FURTHER INFORMATION

Hobbies: travel, music, cinema, reading.
Sports: swimming, aerobic
Good team player