**Christopher Stephan Zappola**

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**Objective**

Passionate lover of languages with 2 years experience as a Spanish <>English translator, looking to contribute skills and provide expert management in an office setting.

# Education

## Middlesex County College (September 2011 - May 2013)

* 2011-2013 Associate of Liberal Arts: Option in Modern Languages  Dr. Margarete K.M. Driver Modern Languages

 Scholarship

* GPA 3.6

**Rutgers University New Brunswick (September 2013 - May 2015)**

* Bachelors In Spanish with a Minor in French
* GPA 3.5

**Rutgers University New Brunswick (May 2015 – Present)**

* Masters in Spanish <> English Translation and Interpretation
* GPA 3.8

# Work Experience

## English >Spanish Translation Intern

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| --- | --- |
| **Children’s Home Society of New Jersey *Trenton*, NJ*** Aid in the cross cultural communication for Spanish speaking customers
* Translate a variety of general text documents such as calendars, flyers and brochures from English into Spanish
 | **(January 2015 – May 2015)**  |
| **English <> Spanish Translator** ***Gengo* online website** * Free-lance translator, needing to check the website often for available jobs
* Translation of a wide variety of documents such as brochures or essays within a certain deadline

**Spanish > English Translator** ***Watching America* online website** * Volunteer Translator of Spanish news articles focusing on opinions about America from Spanish speaking countries into English
* Has two translated articles featured on the site from August 2015
* Collaborates with editors in fixing up any errors that may occur in a translation
* Uses a spreadsheet data list to compile current work load

**Project Manager****CQ fluency *Hackensack,* NJ*** Fully responsible for workflow of translation projects from start to finish: Analysis, quoting, rate negotiation, project flow, troubleshooting and delivery
* Collaborate with sales department and clients by educating them on the translation processes in order to ensure realistic expectations
* Work directly with healthcare and government clients to implement and educate them about the proper translation workflow and processes
* Acute awareness of details in language specific projects
* Oversee and manage 20+ projects simultaneously, showing an extreme level of organization and multitasking ability
* Provide purchase orders and assure proper processing of payments for linguists
 | **( August 2015 – Present)** **(August 2014 – Present)****(January 2017 –April 2017)** |

**Computer Skills**

* Microsoft Office
* Trados
* Wordfast
* MateCat
* MemoQ
* HTTrack
* Plunet

**Memberships**

* Member of Phi Theta Kappa Honor Society (2013- Present)
* Member of Delta Epsilon Iota (2014 – Present)
* Member of Sigma Alpha Pi (2014 – Present)
* Member of Phi Sigma Iota (2016 – Present)