**Christopher Stephan Zappola**

119 South Inman Avenue Avenel, NJ 07001

C: (732)-850-0928 cszappola10@gmail.com

**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)