Freelance Translator  
William Haren

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Native English speaker, qualified translator for Spanish, Catalan, and English. Working professionally since 2013. Reliable, prompt, accurate.

Extensive experience with translating notary documents, financial statements, operating instructions, user manuals, software specifications, product descriptions, websites, brochures, press releases, contracts, legal documents, etc.

Professional background  
Since 2013: Freelance translator  
2010-2013: English teacher  
​2007-2010: Business writer

Academic background  
Degree in Fine Arts (New York University), New York, USA.  
Degree in English (Ohio State University), Ohio, USA.

Fields of expertise

**Notary/Legal documents**

Deeds of incorporation, Lease contracts, Company Bylaws, Mercantile Registry paperwork, Deeds of separation, Certified copies of company documents, Purchase agreements, Deeds of empowerment, etc.

**Information technology**

Translation of software specifications, app terminology, online help texts, databases, getting started guides, documentation, etc.

**Economics/Business (general)**

Financial statements, Commercial texts, corporate publishing, balance sheets, contracts, management documents, meeting minutes, offers, organisation charts, general correspondence, etc.

**Marketing & PR**

Translation of press releases, media kits, presentations, company magazines, corporate image brochures, flyers, bulletins, questionnaires, newsletters, etc.

Services  
Translation  
Proofreading  
Editing  
Terminology maintenance

Software  
Proficient in Microsoft Office (Word, Excel, Powerpoint), OpenOffice, Adobe Acrobat, TradosSDL, MateCat, Adobe CS, Microsoft Windows, Mac OS10.