Convento del Rosario 46 Jdnes. Santa Mónica Tlalnepantla, Estado de México C. P. 54050 Phone / Fax: 5365 . 0011 Mobile: 044 5 106 . 0863 mondragon\_rafael@hotmail.com mondragon\_rafael@prodigy.net.mx

# I. T. Rafael E. Mondragón Hernández

# Objective

To properly efficient comply with the freelance translation work required, since I have the experience and specialization in diverse areas of this discipline.

#### Experience

2001 - 2003 Mitsubishi Heavy Industries, Ltd. Mexico City

#### Freelance Translator

I've carried out several translations for different projects in the enterprise
aforementioned, assisted by translators under my supervision, in order to step up th
process and lower the turnover time.

2001 EXE Technologies.

U. S. A.

#### Freelance Translator

 I performed the translation of the Web site of the company, projecting the expansion Latin America.

2000–2001 Mitsubishi Heavy Industries, Ltd. Mexico City

# Freelance Translator

I increased my productivity in a 100 %, since I dispose of more time to administer and step up the documents committed to me.

1999–2000 Mitsubishi Heavy Industries, Ltd. México City

## Translators department assistant director

- I was the responsible of other translators at my charge, only reporting to the person
  charge of the department, remarking among my responsibilities, the translation of
  documents mainly of the legal, financial and economical field, as well as the revision
  diverse technical documents of different categories of engineering, performed by the
  rest of the group at my charge.
- I implemented a system to organize the huge amount of documents arriving to the translation department, establishing a hierarchic order and a critical dates schedule for the quick translation of the same.
- In an indirect manner, by request of the company itself, I distributed the exceeding of work to outer translation companies, being responsible, in the same manner, of the supervision of their work and the timely delivery of the documents in their respective critical dates.

1998–1999 Mitsubishi Heavy Industries, Ltd. Mexico City

# Freelance Translator

• I started my work with this company, outstanding since the beginning in the legal at financial field, performing even translations from the Federation Official Digest.

#### 1995-2001 Miscellaneous

#### Freelance Translator

Since the termination of my career, I devoted myself to translate on my own, having
among other customers to John Deere, Schlinder, PEMEX – PGPB, CFE; performing
among other projects the translation of the book "Warehousing Profitably",
committed to me by a particular person within the logistic area.

#### Education

2002 – 2003

Centro Universitario de Integración Humanística, S. C.

 Diploma degree in a Workshop for Literary Creation in Short Stories, publication of a book with a compilation of short stories written during the workshop.

1991-1995

Instituto International de Idiomas, S. C.

State of Mexico

Diploma degree in the career of Interpreter – Translator.

#### Interests

To assemble an efficient and capable translation team, as well as the elaboration of an efficient procedure of translation to establish the rules to be followed within my area.

#### Suggestions

It shall be mentioned that within my work, I have also performed the interpreter work, performing interpretations of seminars in booth and even as escort interpreter in enterprise meetings.

My action field is devoted to the English - Spanish and Spanish - English translation, having

a large domain of the language in both aspects.

I handle computing programs such as Microsoft Work, Excel and PowerPoint, and Adobe Professional among others.

# **Rates and Deadline**

US \$ 0.06 minimum / 0.10 target per word accounted in the translated document.

Turnover time: 4 working days for translation plus 2 additional days for delivery of hardcopy.

### Translation Sample:

- 5.1.20 The guarantee shall foresee that the enterprise will be responsible by the expenses involving the unavailability of any aircraft by a bad installation or failure of any structural component and equipment foreseen in this stage of the project, as well as the transportation, installation or implicit expenses. Besides, it shall assure a communication way with Aviation allowing fluidity when requiring any kind of consultation about the search of solutions for the systems in case of failure.
- 5.1.21 The Enterprise hired is the sole responsible by the proper functioning of all integration and modification works performed on the aircrafts, indistinctively whether there is a direct or indirect participation from other subcontracted enterprise(s).
- 5.1.22 The bidding Enterprises shall include on the listing of the equipment required by AMV, certified data of the useful life estimate, with the lineal depreciation during this period and the calculated and field mean time between failures (MTBF) for the items acquired in the logistics support.
- 5.1.23 The use of any equipment allowing the integration with the rest of existing equipment, as well as the development of future schedules which would ease the execution and implementation of the works required for the following stages of Overhaul of the aircrafts will be considered.
- 5.1.24 The hiring party will be able to inspect the aircrafts and request the information required, previous coordination and authorization of the General Major State of Aviation.
- 5.1.25 The enterprise shall provide the technical documentation, charts, drawings, list of parts and spare parts. As well as to guarantee the bulletins of services, alerts and safety.