

# MARÍA FUENTES

SPANISH TRANSLATOR

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## PROFESSIONAL OVERVIEW

Maria Fuentes is a highly skilled professional freelance translator with over 20 years of full-time experience in translating technical, scientific, literary, and legal content from English to Spanish and vice versa. She holds TWO translation diplomas and is proficient in subtitling and using CAT tools like SDL Trados Studio and MemoQ. Maria has a proven track record of delivering high-quality translations across various industries including health care, IT, marketing, hospitality, legal, and telecommunications. With her extensive experience in translating multilevel marketing materials, user manuals, gaming industry content, hotel and leisure industry descriptions, education materials, health care brochures, and cosmetics materials, she excels in providing accurate and culturally appropriate translations that exceed client expectations. Maria's commitment to excellence and her expertise make her an invaluable asset in the field of professional translation.

## WORK EXPERIENCE

### Professional Freelance Translator and Project Coordinator

Freelance Translator | 2001-01-01 to Present  
During her tenure as a professional freelance translator, Maria adeptly completed a wide range of translation projects for international clients and agencies. Additionally, when tasked with larger projects, she organized and supervised teams of up to 15 translators under her management and oversight. This involved managing translation memories and glossaries, dividing tasks into batches, and consistently delivering high-quality work within specified deadlines, including projects that exceeded 500,000 words.

## EDUCATION

### Instituto de Educación Superior N28 Olga Cossettini

TECHNICAL, SCIENTIFIC AND LITERARY TRANSLATOR | 1998-03-01 to 2000-11-30  
Studied technical, scientific, and literary translation from English to Spanish and vice versa, achieving a grade point average of 8 on a scale of 1 to 10.

### UADE (Universidad Argentina de la Empresa)

LEGAL TRANSLATOR | 2001-03-01 to 2003-11-30  
Specialized in legal translation, achieving a grade point average of 8.33 on a scale of 1 to 10.

### Universidad Nacional de Rosario

BACHELOR OF ARTS: LITERATURE AND APPLIED LINGUISTICS | 1999-03-01 to 2002-11-30  
Completed a four-year program in literature and applied linguistics in Spanish, achieving a grade point average of 8 on a scale of 1 to 10.

### Senior Secondary Assessment Board of South Australia

SOUTH AUSTRALIAN CERTIFICATE OF SECONDARY EDUCATION | 1997-02-01 to 1997-12-31  
Received secondary education certification from Roxby Downs Area School. South Australia

## SKILLS

### Translate English into Spanish

Level: Proficient

### Translate Spanish into English

Level: Proficient

### Subtitling

Level: Intermediate

## HIGHLIGHTED PROJECTS

### Extensive experience in Multilevel Marketing translations

Extensive experience in translating Multilevel Marketing materials. Over the past decade, I have provided English to Spanish translation services to various multilevel marketing and network marketing companies. These companies market and distribute products such as bioactive noni, mangosteen and other fruit juices, as well as beauty and personal care products, teas, food products, skincare, and dietary supplements. I have translated a wide range of marketing materials including websites, brochures, manuals, emails, and instructions for these companies. In total, I have translated approximately 700,000 words, equivalent to 1700 A4 pages. I am unable to disclose the names of the companies I have worked for due to confidentiality reasons, but I can say that I have provided translations for some of the largest multilevel marketing companies in the industry.

### Translation of User Manuals

Translation of multiple user manuals for air conditioners, cell phones, printers, DVDs, digital cameras, paper shredders, and a wide range of household and office appliances and electronic devices.

### Gaming industry

In charge of the translation of several games for a highly renowned game development company in Korea including, among others, Metal Slug Infinity, Coin Blossom and Dicast.

### Hotel and leisure industry

Translated over 500.000 words of hotel descriptions and on-line text for a large-scale hotel chain of all-suites hotels this includes the descriptions of each hotel and the services and amenities offered.

### Education

300-page brochure on career opportunities, career trends and jobs in demand in a State of the US. Special Education Support Systems. Brochure for parents of children with disabilities explaining the processes, evaluations and services available for their children including the procedural safeguards available to them. Activities guide on careers choices. Translated all sorts of school materials for US schools such as calendars, applications, newsletters, performance tasks and reports, etc.

### Health Care

Brochures on nutrition and dietetics from leading US hospitals. Bulletins offering advice on various health topics including breast cancer, tobacco, alcohol awareness, and more. Brochure providing guidance on Medicaid and Long-Term Care Services for Adults. Privacy Practices Notices and In Patient Guides from multiple US hospitals. Brochure promoting monitoring devices for hospital use. Storyboard on diabetes, covering key points, symptoms, classification, diagnostic criteria, and risk factors.

### Cosmetics

Translated over 500.000 words seven years of material for beauty advisors working and sellers of a major beauty brand in the cosmetics field concerning makeup, skin care and fragrances.

### US Election Material

Large on-going project into Spanish of several documents, letters and instructions to be used during the 2003-2012 elections in the US, such as: Instructions to voters, candidate's statements, applications, arguments for and against measures proposed, voting rights and obligations, requirements, oaths of absentee voters, speeches, messages to citizens, etc.

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