

Name: **Eugenia Rodriguez**  
Sex: **Female**  
Age: **30**  
Nationality: **Venezuelan**  
Mother tongue: **Spanish**  
Date of Birth: **Dec. 4<sup>th</sup>, 1973**  
Mailing Address: **2963 SW Pond Way, Palm City, Florida, 34990**  
Home phone number: **(772) 781 7598**

**Language Combination:**

English into Spanish  
Spanish into English

**Areas of Specialization:**

- Business
- Business and Executive Coaching
- Alternative Medicine
- Scuba Diving
- Marketing

**Rates:**

English > Spanish      US\$ 0.06 per word  
Spanish > English      US\$ 0.06 per word

Minimum fee: US\$ 30.00 for projects of up to 500 words

**Professional Education**

- **Modern Languages, Majoring in Business.** Metropolitan University. Caracas, Venezuela. Graduation Year: 1996

**Training**

- **Personal Improvement Course.** Rita's Institute, Venezuela. 1992 – 93.
- **III Total Quality Seminar.** Metropolitan University, Venezuela. 1994.
- **Air Traffic and Reservation Course.** Aerotrafic, Venezuela. 1996.
- **Holiday Packages Course.** Instituto de Estudios Superiores de Protocolo y Turismo, Venezuela. 1996.
- **Oil Seminar.** Corpoven, Venezuela. 1997.
- **Issues Management.** CIED – Centro Internacional de Educación y Desarrollo, Venezuela. 1998.
- **Project Design, Social Investment.** PDVSA, Venezuela. 2000.
- **Creative writing.** VACE, Stuart. April – June 2002
- **Writing for children and Teenagers.** Institute for Children's Literature. April 2002 – February 2004.

**Work Experience**

- **High School English Teacher.** "San Antonio" School. Miranda, Venezuela. November 1991 – January 1993

- **Spanish and English Instructor.** Basic and Advanced Levels. Berlitz Language Center. Miranda, Venezuela. May 1993 – October 1993
- **English Instructor, all levels.** Switch to English. Caracas Venezuela. 1993 – 1996
- **Internship in the Human Resources Department, Organizational Development Project.** Lagoven, S.A. Caracas Venezuela. August 1995 – September 1995
- **Public Relations Department.** Administration of the Social Investment / Donations Programs. Corpoven, S.A. – PDVSA. Puerto La Cruz, Venezuela. December 1996 – August 2000
- **Administrative Director – Co-Owner.** Lolo's Diving Center. Puerto La Cruz, Venezuela. 1,990 – 2,000
- **Development of Educational Systems, Web-pages, and Marketing Tools.** EK-Biz Corporation, Florida. 2001 – To the present.

### **Others**

- **Assistant/proofreader in the translation of Open Water Diver Student Manual.** English – Spanish. Scuba Schools International, SSI Latin America. 1999 – 2002
- **Translation of the SSI DiveCon Instructor Manual.** Translation from English into Spanish of Dive Control Specialist Instructor Manual. Professional Diving. Scuba Schools International, SSI Latin America. 2002
- **Translation and design of The Great Book on Iridology.** Translation from Spanish into English of a book on diagnosis through the iris. USA Research Institute of Biologic Medicine, Inc. 2003
- **Translation and design of Course on Nutritional Education and Integral Health.** Translation from Spanish into English of a student manual related to Alternative Medicine training. AIANE-Humanitas. 2003
- **Translation of Employee Manual.** Translation from English into Spanish of company policies towards employees and employee rights and duties. Eventmakers. November 2003
- **Different Translations for 4 Total Success.** Translation from English into Spanish of 4 Total Success Web-Site, HR as Coach Presentation, Open Door Corporate Coaching Presentation, High Impact Teaming presentation and student manual, marketing brochures. 2003 to the present.
- **Translation of Web-Site and script of installation video.** Translation from English into Spanish. Savannah Trims. 2004

### **Special Interests:**

I have special interests in the fields of European history, underwater environment (fauna and conservation), and travel.