



CONSUELO BUITRAGO

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LANGUAGES

English into Spanish and French into Spanish.

FREELANCE TRANSLATOR (1983 TO DATE)

- 2005 to date: Translation of subtitles for films, documentaries and television series for international subtitling company that translates movies television series for Warner Brothers, Universal, Disney, Fox, etc. Translation includes Closed Captioning. The work entails working with different software for subtitling supplied by the subtitling company and meeting very rigid delivery deadlines.
- Translation of several stereo systems (receivers, dvd players, speakers, etc.) for NAD Electronics.
- Two computer programs: HTML Editor and FTP software packages. The work entailed translating the extensive (approx. 120,000 words) Online Help Files related to HTML, DHTML, Cascading Style Sheets (CSS), CGI and Java Applets.
- Business correspondence and Monthly Newsletter for dairy products company
- Legal papers for International Bureau of Children's Rights (IBCR)
- Surveys for IBCR, Toyota, Lexus
- Quality assurance, improvement of work conditions, business & financial documents
- Photo & paint software. The work entailed translating a) the manuals, Help Files in rich text format using MSWord with the appropriate code, translation of menus, dialogue boxes, and b) using Corel Draw to translate images.
- Sony ES-Station: part of translation team that translated the user manual for this major video edit software program.
- Several dozen Epson printer manuals, Okidata printer and fax manuals as well as NEC computer manuals. The work entailed translating extensive hardcopy and online manuals.
- Translation of web pages in HTML format, translation of related scripts, changing links, etc
- Translator for a waste management company in Montreal (English & French into Spanish and French and Spanish into English) their technical/engineering documents. These were technical documents related to waste management plants, treatment and waste disposal methods. I also translated their safety manuals.
- Translation of documents for seminars and work shops for their employees, all dealing with improving quality and productivity, reducing waste in the work site, improving performance levels, etc. Many of these translations were related to seminars headed by Dr. Stephen Covey, author of the international best sellers, "The Seven Habits of Highly Effective People" and "Principle Centered Leadership".

- Ample experience translating articles and manuals on a wide variety of technical and scientific subjects, business and financial texts of all types, safety manuals, office handbooks, specializing in the area of management and leadership, quality and productivity improvement, reducing waste and gaining a competitive edge.

ASSOCIATES

We have a small team of three translators that have worked together the last 10 years. Although most of the time we work on different projects we do rely on each other for quality proof-reading. We share work when any of us receives a large project. On such cases we create glossaries and work closely to ensure consistency throughout the translation.

RATES

US\$0.05 - 0.10 per source word. The rate depends on subject matter, volume, deadline, etc. I can give a firm quote if a few sample pages are supplied. The rates for urgent work are higher, between 5-10%, depending on turnaround.

INTERNET

I have a high speed connection and I am online 12 hours a day (Eastern Standard Time, Montreal, 12:00-24:00 hours)

COMPUTER KNOWLEDGE

Solid knowledge of the latest industry standard software packages: Microsoft Office (Word, Excel, Power Point, Access), MS Front Page, HTML software, FTP software, RoboHelp, PhotoShop, PaintShop Pro, PageMaker, FrameMaker, Acrobat PDF.

TRANSLATION SOFTWARE

Trados

REFERENCES

Supplied on request.