



Solange Verdoner

Certified Translator



Summary

At a young age I have always been exposed to languages and the internet world. Even though in my early 20's internet wasn't what it is today I still never lost the passion to pursue it in the future. At first I focused on my ability to learn languages fast and took that to work as a freelancer in a translation company based online. While working with said company, I've also freelanced in the local, regional and national courts. Doing highly classified projects and present myself in the courts as an interpreter in the various languages I speak. After a while, I got promoted to Editor in Chief in the company and had various responsibilities.

Later on, as technology progressed and the internet world became more known, I took the opportunity to dive right in. I acquired the necessary knowledge and initially freelanced in email marketing, list building and management and others.



Experience

2005 -
2010

Freelance/Interpreter

National/Regional Court

As part of my freelance work in Translations, I was a sworn translator/interpreter in the local, regional and national courts; police stations; governmental authorities and offices, where my responsibilities was none other than:

- Translation of classified criminal cases;
- Translation of classified transcripts
- Interpreter in criminal; judicial cases

2007 -
2012

Independent Representative

ACN

Associated with the company ACN - American Communications Network in Portugal, as an Independent Representative and was responsible for the following:

- Marketing and telecommunication consultant
- Building organizations and teams
- Training and motivational teacher for new representatives
- Marketing and advertising
- Translation of training material, advertising, research and marketing.
- Motivational speaker
- Presenter

2008 -
2014

Freelance/Interpreter

SVP Translation

I was approached by an online based company of translation where I was initially part of the translation team. I was merely a translator, translating various types of documents, namely:

- Legal
- Medical



Personal Info

Address

3148 Bramble Glen Drive
29579 MYRTLE BEACH, SC
USA

E-mail

svptranslation@gmail.com

Date of birth

1988-02-17



Skills

Team Work

Communication

Creativity

Organization

Punctuality

Responsibility

Editing

Translation

Proofreading

Web design

Web development

Management

Email marketing

Affiliate Management



Software

Microsoft office - Word; Excel;
Powerpoint; Publisher & Outlook

- Vital records
- Technical
- Marketing
- Scientific Articles
- Regular Articles
- IT
- Computer software and hardware
- Localization
- Websites
- Books

2014 -
2016

● **Independent distributor**

Herbalife

Worked as an Independent Distributor of Herbalife where I was responsible for:

- Translation of documents on subjects such as health, nutrition and cosmetics
- Consecutive interpreter in major events; local/regional meetings;
- Saleswoman of nutrition and cosmetic products
- Team and organization building
- Bookkeeping
- Training and motivational teacher of new independent distributors
- Motivational speaker

2014 -
present

● **Editor in Chief & Project Manager**

SVP Translation

After working a few years in SVP, I got promoted to Editor in Chief where my responsibilities increased tremendously. I went from being part of the translation team to editor in chief and team supervisor. Among others, my responsibilities were:

- Translation; editing; proofreading in the following subjects:
 - Legal
 - Medical
 - Vital records
 - Technical
 - Marketing
 - Scientific Articles
 - Regular Articles
 - IT
 - Computer software and hardware
 - Localization
 - Websites
 - Books
 - Magazines
- Project manager - outsourcing projects; supervising the projects
- Quality assessment
- Strategy analyzer



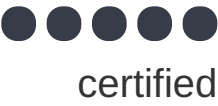
Education

2003 -
2007

● **Humanities - ESPAA**

High School graduate in Humanities
GPA of 13 out of 20

CAT software - SDL trados



CAT software - Memsource



CAT software - MemoQ



CAT software - thebigword

PHP; HTML; MySQL; Java script



Languages

English



Portuguese



Dutch



German



Spanish



Hebrew



French



Main subjects:

- Philosophy
- English
- History
- Technologies
- Statistics
- Psycho-sociology



Certificates

2013



SDL Trados Studio for Translators

2017



CTP - Certified Translator Program