

FEDERICO SEGURA MOLINA

cc. 80.881.486 issued in Bogotá, Colombia
Calle 159 # 17-94 Int. 15 Apt. 303, Bogotá, Colombia
Tel: (+57) 312 5284926 • e-mail: segura.federico@gmail.com
Skype: fedsegura

Professional Profile

BA in International Studies, Education and Psychology from Macalester College, Saint Paul, MN, USA. Substantial work experience in language instruction and translation/interpreting; identifying, developing and maintaining corporate clients; training and team building; customer service and project/event management. Spanish mother tongue, native proficiency in English and intermediate proficiency in Portuguese and French. Excellent communication, interpersonal and presentation skills. Highly analytical, disciplined, flexible to change, with an elevated sense of responsibility and commitment.

Education

Macalester College, Saint Paul, MN *Fall 2005 - Spring 2009*
Bachelor of Arts in International Studies, Educational Studies and Psychology
(Courses in translation and transcription studies)

Universiteit Maastricht, Maastricht, The Netherlands *Spring 2008*
Macalester-Maastricht “Globalization in Comparative Perspective Program”

United World College of South East Asia (UWCSEA), Singapore *Fall 2002 - Spring 2004*
International Baccalaureate Diploma

Fundación Colegio de Inglaterra – The English School, Bogotá, Colombia *Fall 1989 - Spring 2002*
Elementary and Secondary Education

Work Experience

Translator, Editor & Interpreter *Summer 2009 - present*
(Sworn Translator Certification No. 0369 of 04/02/2013 issued by the National University of Colombia and registered with the Ministry of Foreign Affairs of Colombia).

- EN<>ES translation, editing and proofreading of numerous legal, business/marketing/finance, energy/oil/gas, medical/life sciences, infrastructure/engineering, aviation/maritime, IT/software, e-learning, gaming/videogames, sports & entertainment, travel & hospitality, social sciences/humanities, academic research and literary projects, as well as several interpreting and voiceover assignments.
- Translation, editing and coordination of large-volume, group projects.

Achievements:

- Complete a variety of translation, editing/proofreading and interpreting/voiceover assignments for a number of corporate local and foreign clients within the stipulated timeframe and to the clients' entire satisfaction.
- Collaborate with other translators on a number of high-volume translation and editing projects.

First Class English, Bogotá, Colombia

Fall 2010

English Instructor & Consultant

- Teaching English to corporate clients and government officials at all levels of proficiency. Administer and supervise the International Test of English Proficiency (ITEP) through the ISPEAK program, a State-sponsored initiative to certify individuals in the English language.

Achievements:

- Help clients develop and strengthen their oral, written, listening and reading skills in English. Successfully administer the ITEP exam to over 400 individuals seeking to become certified in English. Obtained English language certification issued by the Colombian Government (C1 level).

Wells Fargo Home Mortgage, Minneapolis, MN

Fall 2009 - Spring 2010

Loan Servicing Specialist - Loss Mitigation Department

- Advise both English and Spanish-speaking customers regarding the loan modification process, gather and review required documentation for submitting to appropriate loan negotiators involving direct verbal and written communication with costumers and other departments.

Achievements:

- Substantially decongest the Spanish-speaking customer inventory and guarantee customers' appropriate referral in the negotiation and loan modification process.
- Translate Wells Fargo Home Mortgage regulations and procedures from English to Spanish to facilitate communication with Spanish-speaking customers.
- Assist in the simplification of gathering customer documentation and requirements.

Exploration Summer Programs, Wellesley, MA

Summer 2006, 2007, 2008, 2009

Main Office Manager and Events Coordinator

- In charge of training staff and overseeing all main office operations including costumers service with parents and vendors, as well as student registration, banking services and mailroom coordination.
- Planning and implementation of events including music and dance performances, talent shows and sports tournaments, among other events.

Achievements:

- Successfully mediate all program communications during an H1N1 outbreak in 2009 that affected a significant number of out students and staff.
- Introduce a series of new and innovative events to the program, including multicultural exchanges and events for raising awareness among our students regarding environmental and social justice issues, both locally and globally.

Macalester College, Hispanic Studies Department, Saint Paul, MN

Fall 2007 - Spring 2009

Spanish Tutor and Preceptor

- Working with college-level students to help them develop and strengthen their written and verbal skills in Spanish.
- Assist department faculty in correcting and evaluating student written compositions.

Achievements:

- Help meet the high student demand for Spanish courses and programs, as well as contribute significantly to students' adequate preparation for term exams, oral presentations and projects.
- Contribute to the planning and implementation of academic and social-cultural events organized by the Hispanic Studies Department.
- Accelerate the process of grading and evaluating student written compositions and shorten turnaround times.

Nonviolent Peaceforce, St. Paul, MN

Fall 2008

Fundraising and Educational Outreach Assistant

- Help identify and cultivate potential donors for a new unarmed civilian intervention and peace-building initiative in Colombia.

Achievements:

- Form and educate a fundraising team to maximize the organization's fundraising efforts to fund the unarmed civilian intervention project in Colombia.
- Assist the organization with English to Spanish translation of documents, marketing materials and website editing.

Friends School Kigama, Kiritu, Western Kenya

Fall 2004 - Spring 2005

Volunteer Teacher and Community Development Projects Coordinator

- Teach students ages 6 through 20 subjects such as English, mathematics, science, history, geography & civics and music at three primary and one secondary schools in Kigama Village, Western Kenya.
- Collaborate in projects such as organic farming, road maintenance, transportation services, and marketing of local agricultural products by designing proposals, budgets, itineraries and coordinating manpower.

Special Skills

Computer Skills: Win/Mac OSX, MS Office (Word, Excel, PowerPoint, Outlook), CAT-Tools (SDL Trados/WorldServer, WordFast, MemoQ, Smartcat), Adobe Acrobat/Photoshop, Filemaker Pro, Internet research, office equipment.

Language Proficiency: Spanish (native speaker), English (native proficiency), Portuguese and French (intermediate).

References

Upon Request



UNIVERSIDAD NACIONAL DE COLOMBIA

**SEDE BOGOTÁ
FACULTAD DE CIENCIAS HUMANAS
SECRETARÍA ACADÉMICA**

Expede a
Federico
Segura Molina

C.C. 80881486 de Bogotá

**EL CERTIFICADO DE IDONEIDAD PROFESIONAL EN TRADUCCIÓN E
INTERPRETACIÓN OFICIAL No. 0369,**

de ESPAÑOL a INGLÉS y de INGLÉS a ESPAÑOL,

una vez aprobados los exámenes escritos y orales de Traducción e Interpretación Oficial
realizados el 24 de noviembre de 2012
y según el Acta de Examen firmada por los dos jurados examinadores y los miembros de la Comisión de acuerdo
con el modelo operativo de preparación, aplicación y evaluación de Exámenes de Traducción e Interpretación
Oficial, y en cumplimiento del artículo 33 de la Ley 962 del 8 de julio de 2005, de la Resolución 312, acta N° 27,
de noviembre de 1998 y
de la Resolución 410, acta N° 25, de agosto de 2008 del Consejo de la Facultad de Ciencias Humanas.

Dado en Bogotá a los cuatro (4) días del mes de febrero de 2013.

RAFAEL ARTEAGA DÍAZ
Comisión de Traducción e
Interpretación Oficial

JUANA MAHISSA REYES M.
Comisión de Traducción e
Interpretación Oficial

AUGUSTO CARRILLO SABOGAL
Facultad de Ciencias Humanas
Secretario Académico

RODOLFO SUÁREZ ORTEGA
Departamento de Lenguas Extranjeras
Director

The Trustees of
Macalester College
Saint Paul, Minnesota

upon the recommendation of the faculty
have conferred upon

Federico Segura

the degree of

Bachelor of Arts

upon honorable fulfillment of all requirements prescribed for that degree.

Witness the seal of the Corporation and Signatures of its Chairman
and the President of the College, hereunto affixed at Saint Paul,
Minnesota, this sixteenth day of May, in the year of our Lord
two thousand nine.



Dail De
Chair of the Board

R. C. Ry
President of the College