



# CINTIA CIPRIOTTO

## Translator, Proofreader & Transcriber – English/Spanish-Spanish/English

### PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. Wide experience in editing, proofreading and transcription services. 4 years of experience as a Project Manager on Software Development, Marketing & Telecommunication projects (Avaya, Google, Globant) and over 10 years of experience as a Freelance Translator and Proofreader. Proficiency in Trados, Wordfast, Wordpress and OmegaT. Based in Buenos Aires, Argentina.

### WORK EXPERIENCE

#### *Freelance*

#### TRANSLATOR

- iHerb.com - Freelance translator/proofreader for an ecommerce website. Other responsibilities included: health blog translations, web content translation & social media translation - (2 1/2 years)
- Juice Organic - Legal & Business Translations (Legal agreements, certificate)
- SKBB SRL - Legal Translation - (Housing Agreement - Real Estate)
- Capio Inc - Transcription + Proofreading Transcriptions (phone conversations, interviews)
- Authentica Media - Transcription + Translation assignments on ongoing basis. (Audio/Video Interviews) + Time Stamps + Translation into English
- Ellison Educational Equipment: Brochure Translations (Education, Tourism)
- Paf Casino & Gambling - Translated web content for gambling/casino website. Sportsbook online.
- Breezy Hill Marketing, LLC - Audio Transcriptions (phone conversations) (3 months - ongoing)
- Famous Birthdays LLC - Translating Celebrity Content Database from English To Spanish (6 months)
- MAIYU TECH - Amazon Listings Translations - Translation + Keywords. (8 months - ongoing)
- Radar Leads Interactive LLC - Software/Antivirus Translation + Technology products (8 months - ongoing)
- Global Vision - Technology. Software translation (client cases, blogs) - Website content translation (GlobalVision website into Spanish) (1 month - ongoing)
- MultiLingo Plus - Proofreading + Translation Work on demand. Website content - Marriage/Death/Birth Certificates, etc. (1 month - ongoing)
- The Teddy Bear Emporium - Translations: Products, Website Content and Terms and Conditions.
- GlobalVision Website Translation - Wordpress Translation (Backend) - March 2017
- IT Works - NASA Professor Lecture/ Singularity University Lecture at Japan (English to English Transcription) - March 2017
- OHT (One Hour Translation) - Freelance Translator and Proofreader for different types of projects assigned through the website. Fields: travel, tourism, e-commerce, health & beauty and communications.
- Global Miami J.V. / Food & Beverage Developer at Miami International Airport - Careers/Job Posting Document Translations & Job Application Translation.
- Rio Grande Berkshire Hathaway Company - Travel Documents Translation for LATAM region.
- Purple Pico Promotions Ltd - Proofreading on 500 Health & Fitness articles using WordPress - zenlama.com
- NYC Taxi Limo Training - Student Manual Proofreading + Translation

## KEY SKILLS AND COMPETENCIES

- Translation & Transcription Software Tools (Trados, OmegaT, WordFast, Express Scribe)
- Excellent communication and social skills. Able to work on tight deadlines.
- Highly skilled in Word, Excel and Wordpress.
- Able to prioritize work.

## PERSONAL DETAILS

- Skype: cynthia.cipriotto
- Email: [cintiagcipriotto@gmail.com](mailto:cintiagcipriotto@gmail.com)
- DOB: 10/04/85
- Nationality: Argentinean

## AREAS OF EXPERTISE

- Health
- E-learning
- E-commerce
- Technology/Software/Apps
- Travel

## ACADEMIC QUALIFICATIONS

UADE - Business School - Public Translator & Interpreter

UBA - Project Manager Administration/Certification Course

Scrum Master - Agile Methodology

## REFERENCES

- Available on request

## FREELANCER PROFILES

\*Top freelancer and premium member of the following sites:

- Upwork <https://www.upwork.com/fl/cintiagcipriotto> \*\*
- Translators Cafe <http://www.translatorscafe.com/cafe/member326328.htm>
- Proz <http://www.proz.com/translator/1398577>

\*\*\*Top freelancer on Upwork with over 309 hours worked, 28 projects completed and 100% Job Success. Please see Upwork profile to review feedback on past projects.