



JOEL CARDENAS
Specialized Translator

jcardeliz1@gmail.com ; Mza. E Lt. 54 Urb. El Asesor II, Santa Anita, Lima, Peru; 941689062

| | |
|-------------------------|---|
| PERSONAL SUMMARY | |
| | A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries. |
| LANGUAGES | |
| | Native language: Spanish Chinese -Spanish translator Portuguese-Spanish translator English-Spanish translator Russian-Spanish translator |
| SPECIALIZATIONS | |
| | Engineering, chemistry, healthcare, biology, petroleum, LNG, physics, general science (scientific articles, engineering, mining industry, research proposals, etc.) Economics and Marketing (reports, reviews, etc.) Law (patents, banking, business, law articles) Literature (general) |
| SKILLS | |
| | Extensive experience with quality control procedures Excellent knowledge of scientific, engineering, business and pharmaceutical terminology Excellent communication and social skills. |

| | |
|-------------------|--|
| | <p>Able to work to tight deadlines Highly skilled in Word, Excel and PowerPoint Excellent Spanish writing skills</p> |
| EXPERIENCE | |
| | <p>2015 <i>Editor and Spanish Proofreader</i> Editor of the legal magazine “Cathedra Lex”. Magazine of the pre and graduate students from the San Marcos University</p> <p>2015 January – 2015 November, Organismo de Evaluación y Fiscalización Ambiental (OEFA) – IT and environmental specialist.</p> <p>OSINERGMIN, in the DIVISION OF SUPERVISION OF ELECTRICITY Office of Supervision, Generation and Electric Transmission, as Legal Supervisor. - Specialist, preparation of projects of Resolutions, Legal Reports and documentation varies.</p> <p>GENERAL DIRECTORATE OF PROGRAMS AND PROJECTS IN CONSTRUCTION AND SANITATION OF THE MINISTRY OF HOUSING, CONSTRUCTION AND SANITATION - Legal support for the legal physical sanitation of properties for the concession project "Wastewater Treatment System of the Lake Titicaca Basin" in the town of Juliaca. Additionally, working in agricultural projects aimed to expand the agricultural frontier.</p> <p>1995-present Freelance translator Lima, Peru <i>Freelance Portuguese-Spanish, Russian-Spanish, Chinese-Spanish, Portuguese-Spanish, Dutch-Spanish and English-Spanish translator</i></p> <ul style="list-style-type: none"> • Experienced translator in a wide range of fields. Recent work ranges from classical literature novels to mining industry reports. • As a translator, my primary focus is on the quality and accuracy of my work. I pride myself on providing carefully crafted, stylish writing that does not read like a translation. I give all my translations a thorough review before returning them and carefully research all terminology in specialist dictionaries and online. |
| EDUCATION | |
| | <p>2010 – 2015 San Marcos University Graduate Law Student</p> <p>2003 – 2006 Confucio Institute – Universidad Católica del</p> |

| | |
|---------------------|---|
| | <p>Perú Degree in Chinese</p> <p>1998-2002 Universidad Politécnica de Madrid Magister in Business Administration (MBA)</p> <p>1992 – 1994 TECSUP Institute of Technology Degree in Industrial Electrotecnics</p> <p>1990 – 1993 Instituto Cultural Peruano-Norteamericano Degree in English</p> |
| IT RESOURCES | |
| | <p>Windows XP</p> <p>Ms Office (Word, Excel, PowerPoint, Outlook, Access)</p> <p>Adobe Acrobat</p> |