

PERSONAL INFORMATION



Francisco Callejo García

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Sex Male | Date of birth 18 March 1989 | Nationality Spanish

WORK EXPERIENCE

September 2013–March 2014

Delivery Manager - SAP Language Services

SAP AG, Sankt Leon - Rot (Germany)

- Technical checks of translated Marketing texts in a wide variety of formats.
- Collaboration on project management tool development: specification of requirements, testing, bug reporting, constant communication with developers (use of JIRA tool)
- Project preparation, creation of cost estimates, technical and linguistic requirements check, schedule control, final delivery to customer.

July 2012–July 2013

Editor at the Training Materials Department - SAP Language Services

SAP AG, Sankt Leon - Rot (Germany)

- Technical checks of translated training texts.
- Pre-translation and post-translation processing of translation packages.
- Co-defining and supporting preparatory and post-processing steps for Multimodal modular content production, Knowledge Warehouse and Knowledge Accelerator.
- Managing linguistic queries from translators via the Query Tracker tool.

EDUCATION AND TRAINING

2007–2013

Translation and Interpreting

Universidad Pablo de Olavide

- English and German
- Medical, audiovisual and literary translation
- Software localization

2009–2010

Exchange year

Fachhochschule Köln, Cologne (Germany)

English, German and French

2005–2007

Bachillerato

I.E.S. Vistazul

Scientific-technical field

PERSONAL SKILLS

Mother tongue(s)

Spanish

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
German	C1	C1	C1	C1	C1
French	A2	B1	A2	A2	A2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user
[Common European Framework of Reference for Languages](#)

- Communication skills**
- Experience working with vast international teams in different locations and with constant communication with clients.
 - Good listener who puts the client's requirements as top priority.

[Related document\(s\):](#)

- Organisational / managerial skills**
- BPMN knowledge, experience with Bizagi software.
 - Ability to multitask and work on several projects at the same time.
 - Team worker.

[Related document\(s\):](#)

- Job-related skills**
- Knowledge of Search Engine Optimization

[Related document\(s\):](#)

- Computer skills**
- CAT tools:
- Smartling
 - SDL Trados Studio 2014
 - SDL Passolo 2011
 - SDL Trados 2007
 - ACROSS

Other software:

- Microsoft Office (advanced)
- Subtitle Workshop
- SAP translation system (SE63)
- Adobe Photoshop