



## TRANSLATION SERVICES

### **Jimena Ramirez**

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I am an English-Spanish translator (from both sources) with 5+ years of experience across various fields including medical, legal, nutrition, fitness, food & wine, marketing and subtitling. I also have experience with consecutive interpreting, as well as proofreading. I am based in Buenos Aires and I work for local and international clients.

### **Language pairs:**

**English – Spanish / Spanish - English**

***English:* Cambridge Institute of English Culture – English language Advanced Course of Studies – 1992 / 2003**

### **Education**

- **Certified Translation (English and Spanish) - Universidad de Buenos Aires, Law School (equivalent to a Master in Arts in Translation, with a major in Legal Translation) –Expected graduation: 2014.**

### **Software**

- **SDL Trados - Colegio de Traductores Públicos de Buenos Aires - 2012**
- **Adobe Acrobat**
- **Wordfast**
- **ABBYY Fine Reader**
- **Microsoft Office (Word, PowerPoint, Excel, Outlook)**
- **Oracle EBS (Self Service HR, i expenses, Teleservice)**
- **Subtitle Workshop**

### **Fields of expertise:**

- **Audiovisual transcription and subtitling**
  - o **Informational corporate videos for client in the Fitness industry (Argentina)**
  - o **Motivational lectures videos for Life & Business coaching company (Integra++ - Argentina)**
  - o **Nutritional seminar video for client in the Fitness Industry (Argentina)**
  - o **Proofreading marketing video subtitles that were translated into English for**

CrossFit gym (CrossFit Tuluka - Argentina).

o Subtitling seminar video about Nutrition from an Evolutionary Perspective for author and speaker specialized in that field (United States)

o Subtitling Motivational CrossFit video for independent Health & Fitness Professional Coach (Australia)

o Subtitling Motivational CrossFit videos (CrossFit HQ - United States)

- Health, Nutrition and Fitness Translation
  - o Translating fitness specialized articles for independent professionals in the Fitness Industry (Argentina / Chile)
  - o Nutrition articles for private client in the Fitness industry (Argentina)
  - o Translating Magazine Issues into Spanish for Fitness, Nutrition and Lifestyle publication. +40000 words (Paleo Magazine LLC, United States).
  - o Translating CrossFit articles into English (CrossFit HQ - United States / Panama)
- Food & Wine Translation
  - o Menus
  - o Recipes
  - o Articles
  - o Reviews
  - o Product labels
  - o Marketing/informational brochures
  - o Translating Paleo Diet Recipes app for iPad and iPhone into English (Avatar, Argentina)
- Medical translations
  - o Adrenoleukodystrophy article from a medical publication for a pediatrician (Argentina)
  - o Lymphoma article from a medical publication for a private client (Argentina)
  - o Research texts about the incidence of various diseases in pediatric populations (Ezeiza County Health Department - Argentina)
- Web content and websites translation
  - o Translation of Marketing & News content in the corporate website of a client in the Information Technology Industry (ERP consulting company - Argentina)
  - o Translation of corporate website for Life & Business Coaching Company (Integra++ - Argentina)
- Information Technology
  - o Various technical translations in the ERP field for a client in the Information Technology industry (ERP consulting company - Argentina / United States / Mexico)
  - o Translation of technical networking documentation for an independent professional (Argentina)
- Marketing and Corporate documentation
  - o Corporate marketing brochures for a client in the Information Technology Industry (ERP consulting company - Argentina)
  - o Marketing campaigns material for a client in the Information Technology Industry (ERP consulting company - Argentina / United States)
- Advertising
  - o Ads in the corporate website for client in the Information Technology Industry (ERP consulting company - Argentina / United States)

- Public Relations
  - o Success / client relationship stories for a client in the Information Technology Industry (ERP consulting company - Argentina)
- Contracts
  - o Confidentiality agreements for client in Information Technology Industry (ERP consulting company - Latin America / United States)
  - o Non-compete agreements for private clients and for a client in the Information Technology Industry (ERP consulting company - Latin America / United States)
  - o Disclaimers of terms and conditions for private client (Argentina)
  - o License agreements for a private client (Argentina)
  - o Statements of work for clients in the Information Technology Industry (Argentina / United States)
  - o Master Services Agreements for clients in Information Technology Industry (Argentina / United States)
  - o Temporary employment agreements for client in Information Technology Industry (ERP consulting company - Argentina / United States / China)
- Recruitment / Human Resources
  - o Translation of Annual Strategic planning documentation for Recruitment department for a client in the Information Technology Industry (ERP consulting company - Argentina / United States)
  - o Benefits information for a client in the Information Technology Industry (ERP consulting company - Argentina / United States / Mexico)
  - o Recruitment Services proposal for Staffing company (Rightsuit - United States)
  - o Employee handbooks translations for a client in Information Technology Industry (ERP consulting company - Argentina)
  - o Resume/CVs translation and proofreading for private clients (Argentina)
  - o Cover letters translation and proofreading for private clients (Argentina)
- Consecutive interpreting
  - o Performed interpreting at Olympic Weightlifting seminar delivered by the American coach Diane Fu, one of the world's best-known coaches in Olympic Weightlifting applied to CrossFit (CrossFit Tuluca - Argentina)
  - o Interpretation services for job interviews and for foreign guests (Argentina)

## **Professional Experience**

***January 2008 – Present  
Freelance Translator and Interpreter***

*Providing onsite and remote translation, proofreading and interpreting services to clients in Buenos Aires and worldwide*

***References available upon request***