S A R A H
G R E E N

ENGLISH (NATIVE)
SPANISH
PORTUGUESE

CONTACT

HELLO@PAPERPLANETRANSLATIONS.COM
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PROFILE

I am an English, Spanish and Portuguese translator, editor and language enthusiast with over 7 years of experience in the translation industry, including over 3 years of project management. Specializing in U.S. English, Latin American Spanish and Brazilian Portuguese, I am committed to creating and delivering detailed, high-quality and culturally competent translations.

EXPERIENCE

TRANSLATION CONSULTANT
DURHAM, NC | 2017 - PRESENT

- Design workshops and trainings (CAT tools, project management, industry best practices) for professional translators and associations.

TRANSLATOR AND EDITOR
BUENOS AIRES, ARG / DURHAM, NC | 2013 - PRESENT

- Collaborate with agencies and private clients on complex and overlapping translation projects.
- Develop and maintain glossaries and translation memories.
- Utilize a wide range of CAT tools and graphic design software to optimize quality and efficiency.

PROJECT MANAGER
DURHAM, NC (ICON PLC) | 2016 - 2019

- Led a specialized team of PMs on complex clinical localization projects, often involving interactive or graphic components.
- Designed and standardized quality-based processes to streamline operations with new clients.
- Negotiated budgets, timelines, and project scopes.

FULBRIGHT SCHOLAR
BUENOS AIRES, ARG | 2012

- Executed literary investigation, "Changing representations of environmental issues in Argentine literature," and presented findings.

EDUCATION

BACHELOR OF ARTS, SKIDMORE COLLEGE (2011)
INTERNATIONAL AFFAIRS
SPANISH LANGUAGE AND LITERATURE

FIELDS OF EXPERTISE

- International Development
- Government/Political Science
- Environment/Sustainability
- Non-Profit Organizations (LGBTQ, women's and immigrants' rights)
- Education/e-Learning
- Clinical Trials (questionnaires, regulatory materials, patient interviews, consent forms)
- Film/TV (subtitles)
- Marketing
- Websites/Mobile Apps

SKILLS

- Translation/Back Translation
- Editing
- Website Localization
- Transcription
- Subtitling
- Desktop Publishing

SOFTWARE

- memoQ
- SDL Trados Studio
- Memsource
- Adobe InDesign, Photoshop, Illustrator, Acrobat
- Microsoft Office