

# Rolan Brouillette

Transcriptionist, Spanish-English Translator

Chiclana 236  
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## EXPERIENCE

### **Speechpad** — *Transcriptionist*

December 2019 - present

Transcribed audio and video files.

### **Transcription Panda** — *Transcriptionist*

October 2019

Transcribed audio and video files.

### **Verbit** — *Transcript Editor*

October 2019 - present

Edit machine-generated transcripts of audio and video files.

### **GoTranscript** — *Transcriptionist*

October 2019

Transcribed audio and video files.

### **TranscribeMe** — *Transcriptionist*

September 2019

Transcribed short audio clips.

### **Rev** — *Video Captioner*

July 2019

Transcribed videos uploaded by clients. Place caption blocks at the right time during videos. A wide variety of subject matter.

### **Freelance Contractor** — *ES-EN Translator, Transcriptionist*

January 2013 - Present

Transcribe audio and video files to text. Translate Spanish documents to English.

### **Perkins Restaurant and Bakery** — *Server, Manager on Duty*

September 2006 - May 2019

North Platte, NE 69101

Welcomed guests and show them to their seats. Serve food and beverages to guests.

## SKILLS

Transcription

Spanish-English Translation

Research

Listening Skills / Reading  
Comprehension

Spelling, Grammar, Punctuation

Typing Speed: 75 WPM

General IT / Computer Skills

## AWARDS

**Dean's List Fall 2011** - University of  
Nebraska-Lincoln

**C.E.L.U. - Advanced.** International  
Spanish fluency certification.  
(Certificado Español Lengua y Uso)

## LANGUAGES

English, Spanish fluent

Manage the overnight shift. Bake muffins and pies. Train new hires. Take carry-out orders over the telephone, and package them for the customer. Maintain cleanliness of foyer/lobby/dining room. Find replacements for ill employees.

## **EDUCATION**

### **Colorado Technical University, Online — *B.S. - Business Project Management (Currently Enrolled)***

August 2019 - Present (2023 Graduation)

Human Resources Management, Marketing, Management, Accounting, Spreadsheet Applications, etc.

### **University of Nebraska, Lincoln, NE — *B.A. Spanish Literature (Incomplete)***

August 2010 - May 2012

Anthropology, Spanish Literature, Spanish Conversation, Spanish Composition, Phonetics.