

## **NATALIE HEBIN**

Translator, Proofreader, and Editor: Spanish > English, French > English

880 E 25<sup>th</sup> Ave, Eugene, OR, USA, 97405

Mobile Phone: +1 727-644-9596

[nhebin@gmail.com](mailto:nhebin@gmail.com)

Skype ID: natalie.hebin

## **CURRICULUM VITAE**

### **PERSONAL STATEMENT**

An accurate, reliable, and versatile translator with extensive formal education in linguistics and speech-language pathology. Provides well-formatted, high-quality translations, adapting her writing style to the target audience. She shines in her responsiveness and her ability to work long hours on short notice, enabling her to produce high volumes for rush jobs. Her work ethic and excellent social skills make her an exceptional candidate for long-term collaboration.

### **RECENT KEY ACHIEVEMENTS**

- ❖ Translated a 15,000-word Spanish > English clinical trial on the immunogenicity of a new treatment for immune system disorders within 3 days
- ❖ Translated an 84-page medical chart for one patient, including diagnostic tests, intake questionnaires, handwritten doctor's notes, and e-mail correspondence
- ❖ Translated a 14,000-word systematic review reporting on hate crimes committed in Mexico City within 3 days
- ❖ Has maintained working relationships with the same clients for years, consistently turning in projects on time and with excellent quality

### **SPECIALIZED AREAS**

Medicine and pharmaceuticals

- ❖ Peer-reviewed journal articles
- ❖ Clinical trial data and documentation
- ❖ Patient history/records
- ❖ Biological tests, such as blood tests, ultrasounds (including ECGs), and other diagnostics

- ❖ Specialized knowledge in speech-language pathology, ear nose & throat (ENT), neurology, cardiology, and physical therapy
- ❖ Correspondence between physicians and patients, and for bureaucratic processes

#### Business & Finance

- ❖ Annual financial reports
- ❖ Employee training materials
- ❖ Mission statements, procedural guidelines, and other reference materials

#### Marketing

- ❖ Consumer reports for various products
- ❖ Brochures, pamphlets, and other marketing materials

#### Labor Issues

- ❖ Work-related injury reports, including handwritten letters
- ❖ Resume/Curriculum Vitae

### **EDUCATION**

- ❖ Associate of Arts with Honors in General Humanities and Letters  
Santa Fe College, Gainesville, FL, USA
- ❖ Bachelor of Arts with Honors in Communication Sciences & Disorders  
University of Central Florida in Orlando, FL, USA
- ❖ Master of Arts in Communication Sciences & Disorders  
University of Oregon, Eugene, OR, USA

### **RELEVANT WORK EXPERIENCE**

- ❖ **SpanTech Translations:** May 2011 – Present  
Has worked as a translator, proofreader, and editor, from Spanish and French into English. This agency specializes in high-volume and rush jobs. Natalie has worked with a variety of clients through this agency, including Google, Procter & Gamble, General Electric, Globaware, Department of Labor and Industries, Parexel, and ProPharma, among others.
- ❖ **Global Voices:** February 2016 – Present  
Has worked as a translator and proofreader from Spanish and French into English for a variety of projects across all sectors listed above.

## **SOFTWARE**

- ❖ SDL Trados 2007 (Tag Editor) & Studio 2014
- ❖ Microsoft Office (Word, Excel, PowerPoint)
- ❖ Adobe Reader & Photoshop