

Raquel Martinez



Phones: +210 6241297
+52 81 85261005
+52 81 18785147

E-mail raquel@gourmetmexicana.com / raquelmtz2010@gmail.com
Website www.celtranslations.com

89340 Wurzbach Rd., S 240 San Antonio, Tx 78240 USA

Cam. De los Cardenales 213 San Jerónimo Mty, NL MX 64360

Professional Summary

Results-oriented Professional Executive with the ability to lead organizations to successful managing of a company and translation of documents.

As an expert manager, organized, driven and effective at using efficient methods of leadership while focusing on the individual needs of each business task person.

Areas of Expertise

Legal Translations: (Contracts, Migration Documents, Certificates, Wills, etc.)

Marketing and Negotiating: Business Program Translations

Manuals Translations: Energy, Heavy Machinery Translations

Travel & Tourism: Websites/ Brochures/ Event Interpretations

Project management / Translating / Editing / Proofreading

Work Experience

INTERNATIONAL RIOMAR GROUP LLC – San Antonio, TX

October 2011 until the present

- Translation Services
Dealing with customers, employees and other individuals to answer questions and explain objectives.
Handling of software and upgrades that led to system improvements.
-

CELTRANSLATIONS -

January 1990 until the present

- For domestic and international organizations as: Siemens, Takata, Metalsa, Citrofrut, Infomarket, Deloitte, Cinvestav, Tecniquimia, Nic Mx, Schneider, Pemex, Invista, Carrier, Siemens, Aleris, among others.
Attending professional development workshops focused on editing, proofreading, reviewing.
Full translation courses
CAT in translating (Wordfast, SDL Trados, Deja Vu, software).
-

CELIDIOMAS (Language School) - Monterrey, Nuevo Leon –Mx

February 1993 to September 2011

- Planning strategic brand-building events to expand the product portfolio.
More than 15 years of identifying, training, integrating group teams
Maintained detailed administrative and procedural processes to improve accuracy and efficiency.
Supporting students in developing strategies for individual needs and classroom group dynamics.
Promoting language development skills through reading and storytelling.
-

Education

Administratation, 2007

UASLP - San Luis Potosi, SLP, Mexico

Translator Studies 1988-1993

English Teacher: ESLT, 1980

I.T.E.S.M. - Monterrey, Nuevo León, Mexico

Second Language Acquisition coursework

Professional Affiliations

Tribunal Superior de Justicia de Nuevo León Legal Translator 2004-2014

ATIMAC (Asociación de Traductores e Intérpretes de Monterrey, A.C.) 2006-2014

ATA (American Translators Association) 2006, 2014

Proz <http://www.proz.com/profile/1939538>

Additional Information

TSJNL Perito Oficial (Legal Translator) 2004-2014

ATIMAC President 2012-2013, Vice-president 2011-2012 Active Member since 2006

ATA Active Member 2009 2014

SPECIFIC FIELD

TRAVEL & TOURISM TRANSLATIONS:

Along with Viajes D'azur in Monterrey, N.L. Mexico we have made Traveling Brochures, Menus for Travelers.

We have experience as Tourist Guides in Mexico Country.

We have performed interpretations for weddings in places as Cancun, as well as all document translation for the events.

We have translated Magazine Articles, Brochures, Booklets and flyers for the Tourism Office in Monterrey.
(Volume Size: From 2 pages to 40 pages each translation).

We have worked with FEMSA in some of its websites related to traveling.

Suntak is other of our customers who has required from us Informative Brochures for its company.

Ricardo Del Rio (VM) (my husband) worked for American Express in the Traveling Division. And he has worked in Hotels in Mexico's Country.

Some of our translators and interpreters who are in Monterrey, NL Mexico are from different countries and work with us in different language projects here.

Additionally,

We (my husband and I) have traveled to different countries as Lebanon, Russia, Europe, South America, North America, etc. We met in Egypt and Israel 22 years ago. Once a year or every two years we travel abroad.

We rent a house in San Antonio, Tx. USA and we have an office there too, so, we come and go. My husband's family make Mole Mexicano and we export it from Mexico to USA.

My son Alejandro (PM) have lived in different countries and traveled around the world to places as Europe, South America, North America, Asia (China), Japan, India, Arabia, etc.

My daughter Yadira (Translator) studied International Commerce in ITESM Tec de Monterrey and she has also traveled to North America USA Canada for business work and makes interpretations as well.