

Experience

Freelance Translator & Interpreter

October 2005 - Now

- English-Spanish Interpreter (Consecutive, Simultaneous and Chuchotage).
 - Interpreter of Obama (En-Sp) for 13TV, Madrid.
 - Interpreter of the Pope Francisco (En-Sp) I for 13TV, Madrid.
 - Interpreter of Ban Ki-Moon (En-Sp) for 13TV, Madrid.
- Sworn English-Spanish translator; French & Italian – Spanish translator.
 - Specialized in sworn, legal, medical, marketing and audiovisual translations.
- Event coordinator - working and participating in Expos (Fitur, EIBTM...) representing distinct companies in several industries. ENIT, Madrid.
- Travel guide for international schools around Spain and Italy.
- Internship as Interpreter - Criminal Court ("Juzgados de lo Penal"), Madrid, Spain - February 2006.
- Internship as Translator - *Cathedra Javier Benjumea, Madrid, Spain* - October 2005 – June 2006.
- Spanish Professor in Sydney. 1 to 1 lessons.
- English Professor in Iberidiomas Language Academy, Madrid, Spain;
- English Professor in *Sí.la.bas Language Academy, Madrid, Spain*.

Volunteer at Conservation Volunteers in Sydney

January 2016

Executive Assistant & Intranet Manager

September 2013 – February 2015

Dufry, Madrid, Spain

- Meeting arrangement and diary management for the CEO, COO and Europe General Manager.
- Travel and accommodation coordination for the CEO and other relevant staff.
- Prepared business documentation (templates, data analysis, proposals).
- Intranet Manager for Europe and Asia.
- Worked with marketing team with social media marketing strategies.

Executive Assistant

(Maternity Cover) June 2013 – September 2013

Metso Minerals, Madrid, Spain

- Organised VCs and CCs and travels for the CEO.
- Travel and accommodation coordination for the CEO and other relevant staff.
- Translated technical documents.

Marketing Specialist

May – December 2010

Monster Cable, Brisbane, USA

Monster is currently the leader of premium cables and consumer electronics in the US, with 4000 products sold in over 80 countries worldwide.

- Developed a marketing plan in order for the brand to launch and better approach the Spanish market
- Managed a team of 5 Graduate student interns from the United States, Asia and Europe
- Initiated a marketing strategy and research for their current and future line of products
- Reviewed their current markets and recommended strategies to compete in other markets
- Presented weekly to top management in order to continuously ramp up marketing and branding efforts

Marketing Consultant

September – December 2009

ENDOR Nanotechnologies, Barcelona, Spain – www.EndorNanotech.com

Founded in 2006, Endor's mission is to develop and license R&D projects in the field of nanotechnology applied to biomedicine and cosmetics.

- Conducted Biological Market Research for product launch and development.
- Served as Consultant for Strategy and product assessment.
- Analysed different enzyme markets and viewed viability, following up with a comprehensive solution portfolio outlining different strategies and recommendations to enter with new products.



Education

Diploma on Leadership and Management, APC, Sydney	February 2016
First Aid Course , First Aid Institute, Sydney	January 2016
Skipper Certificate	2015
Digital Marketing Course , IAB	June 2014
Executive Assistant Diploma , Eurinnova Business School	May 2013 - July 2013
Certificate Course in Hotel Reception , Salvacom	June 2012- August 2012
MBA - Joint Master of Global Entrepreneurship and Management <i>University of San Francisco, San Francisco, CA</i> <i>GEMBA, Fu Jen Catholic University, Taipei, Taiwan</i> <i>Universitat Ramon Llull, IQS University, Barcelona, Spain</i> Projects/Research <ul style="list-style-type: none">• Executive Leadership Seminar at China Executive Leadership Academy Pudong (CELAP).• Comprehensive Business Plan: "Global Personal Trainers", presented to investors and top entrepreneurs.	September 2009 – August 2010 <i>May 2010 – August 2010</i> <i>January 2010 – May 2010</i> <i>September 2009 – December 2009</i>
Bachelor in Translation and Interpreting <i>Universidad Pontificia Comillas, Madrid, Spain</i> English Sworn Translator. Emphasized in interpreting. <ul style="list-style-type: none">• President of her course during the 4 years of the graduate degree and president of the student association of the Faculty of Human Sciences of the Universidad Pontificia Comillas of Madrid.• Participated in the "III Bentley Global Business Ethics Symposium."	October 2002 – June 2006

Language Skills & CAT

Spanish - Native (Spain).
English - Sworn Translator and Interpreter.
French - Translator. Fluent in spoken and written language.
Italian -Translator. Fluent in spoken and written language.
Chinese Mandarin - Basic

CAT: Multiterm, SDL Trados, OmegaT, Wordfast, Citrix.

I have lived, studied, and worked in 7 different countries in 3 continents including Australia, USA, China, Taiwan, France, Spain, Netherlands and the UK. I have visited over 20 countries including New Zealand, Mexico, Cambodia, Thailand, and Malaysia.

MEMBERSHIPS & REFERENCES

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- **Sworn translator** appointed by the Spanish Ministry of Foreign Affairs and Cooperation (www.exteriores.gob.es).
 - Member of **Asetrad**, Spanish association of translators and interpreters (www.asetrad.org).
 - Member of **Proz** (<https://www.proz.com/profile/2115157>).
 - Member of **TranslatorsCafé** (<https://www.translatorscafe.com/cafe/member250056>).