

FRANCISCA SERRANO

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OBJECTIVE | To build a strong career as a bilingual translator and interpreter in a challenging and progressive environment, where my skills and experience can be utilized effectively.

EXPERIENCE | **SPANISH ENGLISH IMMERSION TECHNICIAN LEAD**
LOWELL ELEMENTARY SCHOOL, MESA PUBLIC SCHOOLS (MESA, ARIZONA)
JANUARY 2011 – OCTOBER 2015

- Responsible for identifying English language learning students, assessing their language comprehension, and reporting the analyzed data to the school principal and district.
- Annually managed and directed a team of 6 Spanish English Immersion Technicians during Arizona's English Language Learners Assessment program – a month long re-assessment of up to 400 English language learning students during the spring of their academic year.
- Served as an interpreter during the report card conferencing.

SPANISH ENGLISH IMMERSION TECHNICIAN
SANDRA DAY O'CONNOR ELEMENTARY SCHOOL, MESA PUBLIC SCHOOLS (MESA, ARIZONA)
JANUARY 2005 – JANUARY 2011

- Responsible for identifying English language learning students, assessing their language comprehension, and reporting the analyzed data to the school principal and district.
- Implemented Arizona's English Language Learners Assessment program – a month long re-assessment of up to 80 English language learning students during the spring of their academic year.
- Supported the English Language Development teachers by providing additional instruction to students
- Served as an interpreter for the Special Education department, front office staff, the school nurse, and teachers during report card conferencing
- Translated official school documents, ranging from school newsletters to teacher notes for parents, from English to Spanish.
- Developed and facilitated English lessons twice a month for Spanish speaking parents of our school community

PLAYGROUND AIDE & CROSSING GUARD
NATHAN HALE ELEMENTARY SCHOOL, MESA PUBLIC SCHOOLS (MESA, ARIZONA)
MAY 2004 – DECEMBER 2005

- Served as a playground aide and crossing guard

TRAINING & CERTIFICATIONS | **TRANSLATION & INTERPRETATION NETWORK, CHICAGO, IL**
INTRODUCTION TO COMMUNITY INTERPRETING

Completed 40 hour professional training on community interpretation.

TRANSLATION & INTERPRETATION NETWORK, CHICAGO, IL
INTRODUCTION TO MEDICAL INTERPRETATION

Completed 16 hour professional training on medical interpretation.

REFERENCES | Available upon request.