

# EDUCATION

2007/2012

Universidad de Pamplona BA in Foreign Languages 2022

Academia de los Grandes Traductores Legal translation

#### LANGUAGES

Spanish - Native English - Proficient

# SOFTWARE

Memsource CAT Office suite Google Docs

## SKILLS

In-depth cultural knowledge Sound translation judgement Strong research skills Attention to detail Confidentiality Organization Punctuality Integrity

# Janiela (Jarcía

# LEGAL TRANSLATOR EN > SP

Rate: 0, 05 USD / word

#### CONTACT

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Villavicencio, Colombia (Zona horaria: GMT-5)

### WORK EXPERIENCE

#### 2019/2023

Bureau Works

· Translated text projects, including legal documents, news articles, and corporate reports • Uphold strict confidentiality policy with every project worked on during and post delivery.

#### 2016/2023

#### Amara

• Successfully translated over 1000 complete projects, ranging from documents to video content, from English to Spanish • Honored outlined ethical codes to ensure sensitive and confidential information remains protected • Use of software and bespoke applications to upload content.

#### 2016/2023

#### Stepes

· Effectively used translation software to expedite project delivery and ensure accuracy · Cross-referenced specialized dictionaries and translation tools to check quality of translation.