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## PERSONAL AND PROFESSIONAL OBJECTIVES

- Provide quality language services to my clients supported by my professional background and job experience.
- Maintain an ethic code to each organization applying values such as honesty, impartiality and responsibility.

## EDUCATION AND PROFESSIONAL DEVELOPMENT

### *MICATA (Mid-American Chapter of the American Translators Association)*

**March 2018**

Annual Conference 2018  
The Changing Landscapes of Translation and Interpretation

### *JVS Kansas-Missouri*

**March 2017**

Bridging the Gap course.  
A Forty-two hour training Medical-Social Interpreter training course

**August 2017**

*Advance Interpreting training in Domestic Violence*

### *Latino Collaborative of Kansas*

**August 2016-  
October 2016**

*Latino Leadership Program:* This program identifies, trains and enhances the placement of young and seasoned Latinos on boards, organizations, committees, community projects, and policy-making positions to ensure that the Latino community is realizing its full potential.

### *Del Valle de Guatemala University*

**January 2013 –  
June 2015**

5 semesters of English Teaching Program

### *American Guatemalan Institute (IGA for its acronym in Spanish)*

**March 2013-  
Deceber 2013**

*TTC (Teacher Training Course):* It provides experienced and aspiring teachers with essential methodology and techniques for teaching English as a foreign language. This seven-week course combines theory and practice aimed at providing a solid teaching methodology and applications to teaching practice.

December 2014

**Title:** English/Spanish and Spanish/English Sworn Translator authorized under the Resolution No. 2630-2014, issued by the Ministry of Education on December 19<sup>th</sup>, 2014 and registered under No. 0030-2015

## EXPERIENCE AND SPECIALIZATION

December 2014 –  
To this time

### Translator

Freelance translator

Onsite Translator for the Agency: El Centro of Topeka in Topeka, Kansas, USA

- Contribute with the profit and non-profit healthcare and educational organizations to reach minorities out providing excellent and accurate translations of their important and official paperwork.
- Coordinate different community projects with the purpose of ensuring Hispanic interests inclusion.
- Translate different official documents such as birth certificates, divorce decrees, marriage certificates, certificates of studies completion, power of attorney as well as large projects such as the Kansas Driver's Manual.
- Revise, proofread and edit a variety of written material.

Interpreter

Agency:

- Trough El Centro of Topeka for different language services agencies: Pro-Care,
- Bridging the Gap Interpreting
- Provide interpreting services to the community in different settings: medical, education, worker's compensation hearings.

## Volunteering

- Collaboration in the translation of articles for the Christian magazine e625 published in Guatemala City.

## SKILLS

- Spanish and English fluency and accuracy in oral, aural, reading and writing skills
- Advance computer skills
- Proficient in CAT tools such as SDL Trados
- Schedule Management
- Problem Solving
- Adaptability
- Collaboration
- Strong Work Ethic
- Critical Thinking
- Self-Confidence
- Handling Pressure
- Leadership
- Creativity

## Translation Rates

\$0.13-0.16 per word translation/transcription, \$25.-30 per hour for editing/proofreading

## Interpretation Rates

STANDARD	
Simultaneous	\$75 per hour
Consecutive	\$50 per hour

  

SPECIALIZED	
Simultaneous	\$100 per hour
Consecutive	\$75 per hour