

# PROFESSIONAL BACKGROUND

- **Freelance Translator**

(Mar 2011 / Current)

English > Spanish translation; medical and pharmaceutical texts (DMF, dossiers, manufacturing process, quality control, analytical validation, etc.) with end clients such as Pfizer, Merck, BioRad, Sanofi, and others. Text translation for medical care, informed consent forms, IT, mining industry and international law.

Project team management: groups of translators and proofreaders. Translation and localization of web sites, subtitle scripts, videogames, apps, tourism brochures and articles aimed to Mexican and Latin American audiences through agencies in Mexico, Argentina, Japan and the US.

- **Specialized Translator**

Babel International Translators

(Apr 2013 / Feb 2014)

In-house translator; English > Spanish translation and proofreading in different fields: pharmaceutical, medical, clinical trials, legal, official translation, IT, marketing, HR recruiting manuals, and others.

Proofreading of high volume of translated texts; glossary preparation.

- **Jr. Translator**

Psicofarma

(Feb 2012 / Aug 2012)

Translation and proofreading; medical and pharmaceutical texts required for regulatory affairs (DMF, dossiers, manufacturing processes, quality control, Eur.Ph, clinical trials, and others).

- **Business English Trainer**

Georgal Idiomas

(Mar 2011 / Feb 2012)

Business English and General English Trainer for companies such as Banamex, Walmart, Ferro Mexicana and Bimbo.

Communication-skills building, accent correction and conversational proficiency.

- **Bilingual Customer Service Representative**

Telvista

(Jan 2008 – Dec 2008)

Bilingual Customer Service Representative in cellphone carrier campaign (Metro PCS) which operates in US cities in states such as California, Florida, Nevada and Texas. Care of information requests, technical issues, activations, change of phone number and collection from customers through inbound calls.

*Other collaborations:*

- Volunteer in journalistic translation for *GlobalVoicesOnline.org*
- Volunteer subtitling for *dotsub.com*
- Crowdsourcing translation for *Gengo.com*

# DANIEL ZAVALA HUERTA

EN > ES Language Specialist

27/10/1987

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Cuauhtemoc, Mexico City

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## CAREER AIM

To collaborate as a specialized scientific-technical language professional to satisfy the demand in the linguistic and communication market between professionals from different cultures.

## EDUCATION

- **Bachelor Degree in Psychology**  
Universidad Nacional Autónoma de México  
(2005-2009)
- **Diploma Course: Specialized Text Translation: Technical-Scientific Texts**  
Centro de Enseñanza de Lenguas Extranjeras  
Universidad Nacional Autónoma de México  
(Feb 2010 – Dec 2010)
- **Diploma Course: Professional Proofreading and Editorial Counseling**  
Profesionales de la Edición, A.C. / Facultad de Estudios Superiores Acatlán  
(Jan 2015 – Dec 2015)
- **Japanese Language - Basic Level**  
Academia de Cultura Asiática Ninshi / (Feb 2016 – Currently)

## SKILLS

Translation speed: ~450 words/hour

Editorial design using document layout similar to source document (tables, charts, graphs, headings)

- Advanced Windows Office (*Word, Excel, PowerPoint*)
- Computer-Assisted Translation Software (*Wordfast, SDL Trados Studio, Memsource, XTM*)
- Glossaries and style guides preparation
- Image editing (*Photoshop, Paint.NET*)
- Voice recognition software (*Dragon NS*)
- Conversational English, accent correction
- APA academic style
- Efficient transcription (audio and video)
- Efficient use of notes and files (*Evernote, Dropbox*)
- Online collaborative groups (*Google Drive*)
- Basic subtitling knowledge (*dotsub.com*)
- Typing automation (*Phrase Express*)