

KAELNE KOORN



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41410 Carmona, Seville

CORE QUALIFICATIONS

- Terminology consistency
- Cultural expertise
- Reviewing and proofreading
- Organization
- Timeliness
- Attention to detail

SOFTWARE

- SDL Trados
- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- Adobe Reader
- Adobe PhotoShop
- NCH Express Scribe

EDUCATION

Virginia Commonwealth University

Richmond, VA USA • 05/2015

Bachelor of Arts: Dual Degree

in Art History/Photography and Film with a Minor in Spanish

GPA: 3.8, Magna Cum Laude

University of Seville

Seville, Spain • 12/2023

Master of Arts: Andalusian

Artistic Heritage and its Ibero-American Projection

LANGUAGES

English: Native

Spanish: Advanced, C1 DELE

SUMMARY STATEMENT

Dedicated Spanish-English translator with 8 years of experience working with professional, creative, and scientific communities. Exceptional written translation skills involving the extensive use of glossaries, dictionaries, thesauruses, and forums. Diverse translation work including literature, marketing, manuals, and corporate policies and philosophies.

WORK EXPERIENCE

Freelance Translator

Seville, Spain • November 2015 - Present

- Deliver punctual, manual translations from Spanish to English in the form of research, novels, comics, marketing, menus, manuals, corporate policies, etc.
- Revise automatically generated machine translations
- Revise documents redacted in English or translated from Spanish
- Manage billing, estimates, and timetables to send to clients.
- Manage relationships and follow-up with clients

First Future English

Seville, Spain (company based in Manila) • October 2017-August 2021

- Taught English to Chinese students online, ranging from 3-adult
- Assessed students' levels and competency and adjusted classes to suit their needs and expectations for the course
- Provided daily progress reports of lessons carried out, participation, and competencies developed

Auxiliares de Conversación, Spanish Ministry of Education and Sport

La Rioja, Spain • Oct 2013-May 2014 / Murcia, Spain • Oct 2015-May 2016

- Language and culture assistant in public schools
- Assisted students in daily tasks and provided conversational practice
- Assisted public school teachers in lesson planning and the nuances of English grammar and pronunciation

Private English Tutor

La Rioja, Spain • Oct 2013-May 2014 / Murcia, Spain • Oct 2015-May 2016

- Prepared private after-school lessons for local students
- Assisted in homework and exam preparation
- Incorporated games, stories, and conversation to supplement and move beyond standard curricula

Pat's Florist

Richmond, VA, USA • January 2012 - August 2016

- Designed flower arrangements both from recipes and unique designs

GRANTS / CULTURAL EXPERIENCE

University of Delaware Graduate Workshop: In Search of the Global Impact of Asian Aesthetics on American Art and Material Culture, Oct 2018

- Presented a segment of my master's thesis to students and academics in the field, learning about related projects and receiving feedback on my own work

Fulbright-García Robles Mexico City • August 2016-May 2017

- Studied 16th-18th century art history in Mexico City, focusing on the *Parián* market and the influence of the Manila-Acapulco trade on the artistic workshops and flow of art in the capital city.

Art History in Andalusia Cordoba, Granada, Seville • Spring 2013

- Studied the art and architecture of Al-Andalus and the *mudéjar* style and conducted research on the history of the Islamic Empire on the Iberian Peninsula

Art History and Photography in Peru Lima, Urubamba, Cuzco • Summer 2012

- Conducted research and a photo project on the synergistic art resulting from the interaction between Andean and Spanish cultures in the Early Modern Era