

Russell J. Santana

Contact Information

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Introductory Statement

I am a language professional with over 25 years of experience in many fields, including commerce, government, law (civil and criminal), law-enforcement, pharmaceuticals, psychology, and purchasing, with extensive experience, knowledge, and training in English, Portuguese, and Spanish.

I currently provide freelance services in proofreading and copyediting, interpreting and translating, and back-of-the-book indexing and taxonomy services for many clients; I also provide per diem interpreting services for the New York State Unified Court System.

Language Skills

English – native proficiency

Portuguese – strong proficiency

Spanish – native proficiency

Work History

State of New York Office of Court Administration—Office of Language Access

February 2019–current

- I currently serve as a Per Diem Court Interpreter for the Office of Language Access for the New York State Unified Court system, and continue to enjoy certification by the National Center for State Courts to interpret between English and Spanish. I am proficient in Consecutive Interpretation, Simultaneous Interpretation, Sight Translation, and document translation and have passed the Administrative Office of the United States Courts' written interpreters test.

State of Connecticut Judicial Branch—Office of Interpreter and Translator Services,

July 2006–July 2018

- I served as a Certified Court Interpreter, and Translator for the State of Connecticut Judicial Branch's Office of Translator and Interpreter Services, within the Connecticut Superior Court System.

Iberovox Communications, Inc.

August 2006–April 2013

- I founded this company in August of 2006, providing interpretation, translation, transcription, copyediting and proofreading services in English, Portuguese, and Spanish for many clients.

Tele-Interpreters, Inc.

January 2006–July 2006

- National interpreting company for which I provided telephonic interpreter services.

Watchtower Society

October 1991–December 2005

- Large international non-profit organization for which I provided interpretation and translation services in its Purchasing, Food Service, and Personnel Departments. I also assisted in communications between the organization's world headquarters in New York and its Spanish and Portuguese speaking branches located in various countries throughout Africa, Europe, and Central and South America.

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Education & Training

- **University of California, Berkeley** 2017
Course in Indexing
- **University of California, San Diego** 2017
Certificate in Copyediting
- **Poynter News University** 2016
Poynter ACES Certificate in Editing
- **Universal Class Online** 2016
Certificate in Proofreading and Copyediting
- **United States Administrative Office of the Courts** 2012
Federal Certification for Court Interpreting
English<>Spanish
(*written portion only*)
- **National Center for State Courts** 2006
State Certification for Court Interpreting
English<>Spanish
- **Canadian Institute of English** 2006
Advanced Certificates in Language Teaching
English, Portuguese, Spanish
Teaching English to Speakers of Other Languages Certificate (TESOL)
- **Santa Fe Trail High School** 1990
Carbondale, Kansas
High School Diploma

Memberships

Interpreting and Translating

- American Translators Association (ATA)
- National Association of Judiciary Interpreters and Translators (NAJIT)
- New York Circle of Translators (NYCT)

Editing, Indexing, and Writing

- American Copy Editors Society (ACES)
- American Society for Indexing (ASI)
- Editorial Freelancers Association (EFA)
- National Association of Independent Writers and Editors (NAIWE)