



SHIELA MARIE LAPUZ

TAGALOG / FILIPINO TRANSLATOR

CONTACT

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LANGUAGE SKILLS

TAGALOG/FILIPINO - native

ENGLISH - native

PROFESSIONAL SKILLS

Translation
Proofreading & Editing
LQA / Linguistic Review
Cultural Consultation
Website & app localization
Transcreation
Transcription
Interpretation
Audio & Video Subtitling
Voice Over
Layout design (DTP)
Project management

CAT TOOLS

SDL Trados Studio 2019, MemoQ, Memsources, Smartling, PhraseApp, GTT, Crowdin, SmartCAT, etc.

OTHER SOFTWARE

MS Word, Excel, PowerPoint, Publisher, Adobe InDesign, etc.

PAYMENT OPTIONS

PayPal, Wire Transfer, Transferwise



PERSONAL SUMMARY

As a native Filipino translator, I bring more to the table than pure linguistic expertise. I also transmit your company's message with conviction, eloquence and precision. I work carefully and thoughtfully to craft the best possible translations and I do an excellent job of capturing the nuances of the original file. I am highly service-minded and I have a strong sense of keeping to deadlines. I am your BEST CHOICE for this job. 🙌

WORK EXPERIENCE



TRANSLATOR, EDITOR, MANAGER & OWNER

Wika Translations and Language Services Inc.

2017 - present



ACCOUNT MANAGER, October 2016 - October 2017

PROJECT MANAGER, June 2016 - September 2016

Tomedes



FREELANCE TRANSLATOR, EDITOR & WRITER

2010 - present

EDUCATION



B.A. English Studies: Language

University of the Philippines



Master of Arts in Linguistics

University of the Philippines

FIELDS OF EXPERTISE

