

MARÍA RUANO ROMERO

FREELANCE TRANSLATOR AND LAWYER LINGUIST

LANGUAGES: ENGLISH/GERMAN > SPANISH

SPECIALIZATION: LAW

+34 695 277 341

bruano1988@gmail.com

beatriz.ruano1

Vienna, Austria (Time Zone: GMT +1)

PROFILE:

Passionate freelance translator with 4.5 years of experience in the translation of legal documents from English and German into Spanish. Successfully translated over 100 complex legal texts, including litigation documents, non-disclosure agreements, confidentiality agreements (especially in the fields of data and consumer protection within the EU), software licenses, notifications and other types of legal communications. Worked for clients worldwide (e.g. Spain, the United States of America, Germany and Australia).

IT TOOLS:

- Microsoft Office
- Google Apps for companies:
 - Google Drive
 - Google Docs
 - Google Calendar
 - Excel Spreadsheet
- File hosting: Dropbox

CAT TOOLS:

- Memsource
- memoQ
- Wordfast Anywhere

ASSOCIATIONS/ ORGANIZATIONS

- American Translators Association (ATA) - Member # 269009 - USA
- Austrian Federal Economic Chamber (WKÖ) - Austria

EDUCATION:

- 2006-2012 **BACHELOR AND MASTER OF LAWS (specialization: Civil law)**
ESADE Law School (Barcelona, Spain)
- 2012-2013 **MASTER OF LAWS (specialization: European Union law)**
Instituto Europeo (Bilbao, Spain)
- 2018 - currently **BACHELOR OF TRANSLATION, INTERPRETING AND APPLIED LANGUAGES**
Universitat Oberta de Catalunya (Barcelona, Spain)

PROFESSIONAL EXPERIENCE:

- 2017 - currently **FREELANCE TRANSLATOR - LAWYER LINGUIST (Vienna, Austria)**
 - Translates legal documents from English and German into Spanish.
 - Supervises and proposes corrections for possible mistakes found in the original documents (a large number of clients have accepted and appreciated many of the proposals).
 - Has created a large glossary of legal terms with more than 10,000 words for English and German into Spanish, in different fields of law.
- 2015 - 2016 **IN-HOUSE TRANSLATOR (Oi Realtor, Barcelona, Spain)**
 - Translated different types of documents related to real property from Spanish into German and Catalan.
 - Achieved the position of Language Manager in the company's division in Barcelona.
 - Translated different content of the company's website from Spanish into Catalan.
- 2011 - 2012 **INTERN AT LEGAL INSTITUTIONS AND LAW FIRMS**
 - **Manubens Abogados** (Field: Labor law), Barcelona, Spain
 - **Camilo Sexto Notary** (Field: Corporate/Civil law), Barcelona, Spain
 - **Consulate General of Spain in Houston**, Houston, USA.

LANGUAGES:

- SPANISH:** Level: NATIVE
- CATALAN:** Level: NATIVE
- ENGLISH:** Level: PROFICIENT
(Certificate of Proficiency English Language Course - C2 - British Council, Barcelona, Spain)
- GERMAN:** Level: ADVANCED
(Zentrale Mittelstufenprüfung - C1 - Goethe Institut, Barcelona, Spain)