

JANELLY PALACIOS

FREELANCE TRANSLATOR

SPECIALIZING IN SPANISH (LATAM) TO ENGLISH (US)

Profile

Do you need a translation that conveys your message in the same way the original text does? I can do that. I'm a copycat. Whether you need desktop publishing or translation only, I ensure the final product has the same look and feel as the original text. Translation is an art. Allow me to use my creative writing, desktop publishing, and linguistic skills to help you communicate effectively.

Experience

• TIII SPANISH LINGUIST TEAM LEAD

MVM Inc., Houston, TX | Oct 2019 - Present

Review translations and transcripts for accuracy, train and evaluate linguists, manage projects to ensure timely completion and delivery to client.

• TIII SPANISH LINGUIST

MVM Inc., Houston, TX | Jan 2019 - Present

Translate audio and documents from Spanish into Standard English and English into Spanish. Transcribe audio into Spanish. TS/SCI Cleared.

• OVER-THE-PHONE INTERPRETER

Multiple, Remote | Apr 2017 - Present

Interpret for different industries such as legal, hospitality, customer service, law enforcement, 9-1-1, insurance, mainly medical with different companies such as CyraCom, LanguageLine Solutions, and CLI.

• ADMINISTRATIVE ASSISTANT

HCIFS, Houston, TX | Aug 2013 - July 2016

Assistant to the Crime Laboratory Director. Drafted correspondence, coordinated and setup meetings, take minutes, communicate with law enforcement, ADAs, defense attorneys, and courts. Interpreted and translated when needed. Delegated tasks among other administrative staffed. Other duties as assigned.

Education

• B.A. IN ENGLISH CREATIVE WRITING

University of St. Thomas, Houston, TX | 2008 - 2013

Description of the education/course.

Personal information

Name

Janelly Palacios

Residence

Houston, TX

Nationality

American

Skills

Languages

English

Spanish



Translation

Desktop Publishing

Reviewer

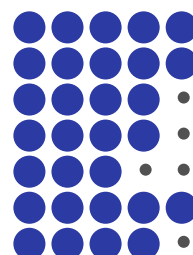
Technical

Legal

Financial

Audio

Project Mgmt



Software

Microsoft Word

Excel

InDesign



Other

Tech Savvy

Staff Training



Contact

🏠 Houston, TX

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in janelly-palacios