

CURRICULUM VITAE

ABOUT ME

My name is Alex Adrian I was born in the Netherlands I command in the following languages Dutch (native), German (native), Spanish and English. I have lived in the USA. After studying 6 A-level equivalents, I studied English BEd and became a teacher / lecturer (16+ upwards, incl. National and International universities), and I have been teaching German Dutch since 2000 .I have helped students meet their expectations in language learning, get a high score in International examinations, be proficient in English and As an expert In my field, I look forward to helping students grow professionally, and my teaching style is flexible, fun-loving, focused on the learners' needs, a facilitator who helps them learn by doing. Additionally, I can teach research, project management and critical thinking .Although semi-retired but till teach privately, do freelance translation, transcription and interpreting in English, Dutch German and Spanish.

PERSONAL INFORMATION

Full Name	Alex Adrian
Date of birth:	December 17th , 1976
Native Country	Netherlands
Citizenship	USA
E-mail address	Alexadrain7@gmail.com
Skype	Alexadrain7@gmail.com
Native language	Dutch, German & Spanish
Profession	Professor, Writer, Translator, Transcriber, Editor ,Proofreader Interpreter, Basic Voice over

OBJECTIVE

My objective is to provide translation transcription, proofreading, editor and interpretation services to any company or agency that requires a professional and reliable job to be made.

I combine my academic knowledge (background) with my field experience and CAT TOOL and Domain expertise in order to deliver quality products that meet the industries and client's standards and expectations.

I can guarantee the high quality translation, transcription, proofreading of at least 5000 words daily.

HOBBIES

Teaching
Travelling
Music (Violin and classical guitar)
Creative writing
Reading (especially
Religion history , anthropology and psychology
essays);
Sports (,cycling and running)

IT SKILLS

Typing
Office (Word, Excel, Power Point, Access retc.);
Adobe (Photoshop, Illustrator ,Pdf)
Editing And Formatting.
Notepad for subtitle Files

CAT TOOLS

Trados Studio
MemoQ
Memsources
Express Scribee
WordFast Pro
Aegisub
Meta Cat

DOMAIN EXPERTISE

General
Business ,Economic & E-commerce
Marketing
Legal
Entertainment
Scientific
Engineering

EDUCATION & CERTIFICATES

ST. IGNATIUSGYMNASIUM SCHOOL - AMSTERDAM, NETHERLANDS.

July 1990

School

ST JAMES INSTITUTE OF ADVANCE TECHNOLOG 1991

Typing Diploma (PT).

AMSTERDAM UNIVERSITY COLLEGE AMSTERDAM, NETHERLANDS. 1994

Faculty of Foreign Languages and Literatures:

Degree in Foreign Languages for International

Communication & Project management

Degree in Languages (Advance German & English)

UNIVERSITY OF AMSTERDAM AMSTERDAM, NETHERLANDS. 1997

Faculty of Foreign Languages and Literatures:

Degree in Foreign Languages for International

Communication & Critical thinking)

(Advance English, German & Spanish)

UNIVERSITY OF TEXAS—AUSTIN 1998 -2002

Specialization in TEFL (Teaching Foreign Language)

I took this graduate training in order to gain more insight, knowledge, professional practice and specialization in the teaching of English , German & Spanish as a Foreign Language.

UNIVERSITY OF TEXAS—AUSTIN 2003

Diploma of Information and Technology

Advance Microsoft Office & Adobe.

UNIVERSITY OF TEXAS—AUSTIN 2004

Paralegal Certificate Program –English

UNIVERSITY OF TEXAS—AUSTIN 2005

Certificate in Professional Technical Communication

EXPERIENCE

FREELANCE TRANSLATOR AND INTERPRETER / DIFFERENT COMPANIES

Translator Transcriber , Proofreader Editor and Interpreter

2003 – Present

I have translated documents and interpreted conferences for different companies in, Europe And USA Middle East.

I have translated manuals, safety codes and procedures, contracts, etc. I have translated many of these documents into German, Dutch, Spanish and English so that the work in collaboration with their foreign counterparts.

Some of the manuals translated into German , Dutch Spanish and English have been used to train personal who work offshore

SHINRA TRANSCRIPTION (2013 -2018)

At Shinra Transcription , I do translation, transcription coordinator for all our translation, transcription work needed mainly in Dutch ,German English ,Spanish combinations responsibility to translate, transcript, proofread and

Optimize our texts, audios and other formats on a daily basis.

I am also responsible for the external and internal communication for between the departments.

LS TRANSLATIONS (2014 – 2018)

Translator, Proofreader & Transcriber and proofreader ,Voice Over production & Content Writer

Translation of a variety of texts - articles, product descriptions, web content, advertising material, marketing campaigns, etc. - from Dutch German ,Spanish into English and vice-versa (as of today, more than 800);

Transcription of Interviews, audio recording, videos and etc.

Voice Over production

Promos, documentaries, cartoons, general narration and dubbings.

Copywnting, creating original articles and localizing specific products in German, Dutch &English.

UNIVERSITY OF TEXAS—AUSTIN (2010 -2017)

Professor –

I have been teaching German ,Dutch

I have been teaching English, translation and interpretation courses to public university students who are studying to become

EFL teachers or translators at the Faculty of Educational Sciences. I have also advised and proofread translation research projects as well as translate documents from students since 2006 .I have helped students meet their expectations in language learning,

get a high score in International examinations, be proficient in German and Dutch and As an expert In my field, I look forward

to helping students grow professionally, and my teaching style is flexible, fun-loving, focused on the learners' needs, a facilitator who helps them learn by doing.

Additionally, I can teach research, project management and critical thinking

and, I have been the authoress, adviser and opponent of different scientific thesis , with

Outstanding results in scientific and other events for teachers and students.

TRANSLATOR – ELIOT TRANSLATIONS – 2010-2012

Languages: Dutch , German ,Spanish and English □

Technical fields: legal, business, IT, culture and tourism. □

ROYAL DUTCH SHELL PLC 2008 TO 2010

Customer service for English, American, German, Dutch and Spanish.

Nonconformity reports issue and management in cooperation with the Quality and the Sourcing Depts.

Procurement support.

Purchase orders processing.

Supplier Quality assessment

Suppliers' deliveries control.

Delivery schedules and industrial production planning.

EXPERIENCE

MISCELLANEOUS JOBS – 2003 TO 2009

English translation of the following website: www.teom.it, Gengo.com and etc

Administrative activities for TEOM Srl (a company which produces electronic systems for the management of Queues in public offices, such as hospitals, universities and so on).

Bartender and waiter at local restaurants and pubs. □

NATIONAL CIVIL SERVICE 2001 TO 2003

Linguistic mediator for tourists;

Genealogical researches for foreign people asking for double citizenship

Data entry and database construction

Customer assistance

Didactic activities for schools

German Dutch translation of historical documents dating back

Educational activities for disabled workers and students