



# ALAN JOHNSON

## CONTACT

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## EDUCATION

July 2023

Master of Arts: Traducción E Interculturalidad (Translation)

**Universidad De Sevilla**, Seville, Spain, Spain

Included training in all fields of translation (technical, literary, etc) and usage of CAT tools. Achieved with honours.

July 2009

Bachelor of Arts: European Languages, Culture And Society

**Goldsmiths College**, London

Included year abroad studying at Universidad Nacional Autónoma de México in Mexico City

## CERTIFICATIONS

ENGLISH-SPANISH, SPANISH-ENGLISH INTERPRETER AND TRANSLATOR Native English speaker (British national) and bilingual Spanish speaker (C1 certificate) Masters in Translation from University of Seville (GPA 9

## PROFESSIONAL SUMMARY

Passionate Interpreter offering superior language experience to bridge communication gaps for better understanding and productivity. Employs empathetic, mindful approach to avoid potential conflicts caused by lack of cultural knowledge. Operates well in both online and in-person scenarios, facilitating conversations despite scheduling issues or geographical limitations.

## SKILLS

- Interpersonal Communication
- Spanish Fluency
- Consecutive Translation
- Microsoft Office
- Accuracy Verification
- Democratic Political Processes
- Oral and Written Communication
- Attention to Detail
- Teacher Education

## WORK HISTORY

April 2019 - Current

**Telephone Interpreter, *Clearvoice***, Remote

- Skilled at working independently.
- Excellent communication skills, both verbal and written.
- Providing interpreting services for a charity working with asylum seekers and refugees, tailoring services to clients from Latin America and Francophone Africa.
- Maintaining professional standards by ensuring veracity and accuracy with exact translation of spoken turns between both parties.
- Observing client confidentiality and data protection legislation

October 2023 - Current

**Freelance interpreter, *1 Global Translators***, Seville And Surrounding Area

- Conducting assignments on an ad hoc basis for various Spain-based clients
- Offering interpreting services at ceremonies such as academic conferences and weddings
- Utilising active listening skills and cultural sensitivity to convey accurate interpretations.
- Interpreting remotely through video conferencing or phone to facilitate communication between parties unable to meet in person.
- Preparing a glossary of common terms and conducting subject-

## LANGUAGES

### Spanish

 Bilingual or Proficient (C2)

### French

 Advanced (C1)

specific research in advance of each assignment.

April 2022 - Current

#### **Freelance Remote Interpreter, *Transléxico*, Remote**

- Utilised active listening skills and cultural sensitivity to convey accurate interpretations.
- Interpreted remotely through video conferencing or phone to facilitate communication between parties unable to meet in person.
- Communicated with clients to understand interpreting needs and provide best service possible.
- Used knowledge of accepted ethical guidelines to interpret confidential and sensitive information.

November 2019 - Current

#### **Foreign Language trainer, *Grupo Studium***

- Delivering courses both online and face to face to employees of Sevilla FC
- Using technology (Microsoft Teams, Google Jamboard, etc) to ensure effective classes and access to materials before and after sessions.

April 2019 - September 2023

#### **Project Manager, *Babel's Blessing Language School*, Remote**

- Planned, designed, and scheduled phases for social enterprise (language school funding ESOL education for refugees)
- Monitored project performance to identify areas of improvement and make adjustments (regularly reporting to directors and trustees).
- Coordinated with diverse, international cross-functional teams (teachers, board of directors) to resolve project issues and mitigate risks.
- Achieved project deadlines by coordinating with contractors to manage performance.

November 2016 - July 2022

#### **Community Interpreting Trainer, *Workers' Educational Association*, London And Online**

- English and Community Interpreting tutor
- Teaching learners on vocational state-funded courses online (via Zoom and Canvas VLE)
- Monitored participant workflow and behaviors throughout training process: setting and reviewing SMART targets, differentiating activities in order to cater for different needs (including the use of digital tools), fulfilling and compiling all necessary paperwork to chart learner journey
- Preparing learners for City and Guilds Levels 1 & 2 Community Interpreting qualifications, ensuring teaching excellence and full compliance with course objectives, preparing portfolios, presentations, internal and external verification, etc.

November 2019 - January 2021

### **MTPE Proofreader/editor, *MoboReader***

- Conducted post-editing of machine-translated romantic novels, meticulously reviewing and refining the text to eliminate translation errors, infusing literary elegance, and adding a human touch
- Successfully managed project deadlines and consistently met pre-established workload agreements while enhancing the quality of translated content.