

# Sophie H. Perez

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## Profile

Experienced EN-HE and HE-EN translator specializing in a diverse range of content types, including marketing, technical, CVs, UI, and help documentation. Skilled in using CAT tools such as MemoQ, SDL, Xliff, and many online CAT tools. Notable collaborations with industry leaders like RWS and Lionbridge, among other reputable translation firms. Extensive professional background in data analysis, marketing, sales, and customer support for B2C and B2B.

## Experience

### **FREELANCE TRANSLATOR | SELF EMPLOYED | 2018 - PRESENT**

- HE – EN; EN – HE.
- Academic and grant writing translation.
- Help content (software).
- Localization EN – HE.
- Micro-copy, subtitles, transcreation, and CV translation.

### **FINANCE AND CLIENT SERVICES | AIRDOCTOR | 2019 - 2021**

- Direct report to COO.
- Organized all the financial data and visualization. Adjustments weekly.
- Advocated for improvements to the app before they impacted user experience.

### **SALES AND MARKETING MANAGER | "RAZIM" GYM | 2015 – 2017**

- Cross-platform marketing to maintain and increase customer base.
- Achieved bonuses each quarter for increased sales.
- Improved and maintained social media presence.

### **OFFICE MANAGER | PEGASUS GROUP | 2013 – 2014**

- Direct report to CEO.
- Obtained real estate license.

### **MARKETING MANAGER | GRAPHOS PRINTING | 2010 – 2013**

- Managed 3 FTEs.
- Proficiency with an ERP system.
- Client-facing position marketing to large organizations and employee committees.

## Education

**CERTIFICATION, TRANSLATION AND LOCALIZATION | 2022 | VERSIO ACADEMY**

**ONLINE COURSES COMPLETED: DATA ANALYSIS (PYTHON), DATA ANALYSIS (EXCEL)**

**B.A. HISTORY | 2022 | OPEN UNIVERSITY, JERUSALEM, ISRAEL**

**COURSEWORK IN COMPUTER SCIENCE | 2006 - 2008 | TEL AVIV UNIVERSITY, ISRAEL**

## Skills & Abilities

- Basic Proficiency in Python and Java
- Proficient in Data ETL
- Very High proficiency in MS Excel & Google Sheets
- Passion for science and language
- Dogged determination
- Test-ready for CCNA certification

## Languages

Hebrew Mother Tongue, English and Spanish High Proficiency, and Basic Comprehension in Russian.

**Full Army Service:** *Israel Air Force Operations Clerk* ((פקמ"צית)).

## References

Available upon request.