

I am a full-time, freelance translator and interpreter, consistently receiving requests for translations, proof readings and interpretation services with most work coming from repeat clients.

Education

- 2007 – 2009 University of Phoenix - Bachelor of Science in Management (4.0 GPA)
1978 – 1981 ITESM (Monterrey Tec) - Chemistry, Calculus & Physics (3.6 GPA, 89 credit hours)
1998 – 2002 Cognitive Skills - 120 hrs. (Margarita Sánchez, Ph.D.)
1999 – 2001 Habits of the Mind - 32 hrs. (Arthur Costa, Ph.D.)
2013 Interpreters Workshop – 8 hrs. (Texas Association of Judiciary Interpreters and Translators)
2016 Note-taking, Listening & Concentration for Court Interpreters (AATIA & JBCC)

Certification

American Translators Association: English to Spanish certification #525520 through 2018

Experience**02/2012 – Present Freelance Translator**

- Translate from English to Spanish and Spanish to English using WordFast and MSO (See attached list.)
 - Corporate (policies & procedures, general communications, surveys, websites, training material, etc.)
 - Technical (engineering, operating and owner manuals, MSDS, etc.)
- Proofread/edit/post-layout review translations

03/2015 – Present Freelance Simultaneous Interpreter

- Simultaneous, consecutive and sight interpretations from English to Spanish and Spanish to English for meetings, presentations, conferences, training sessions, community events, etc. (See attached list.)

10/2010 – 01/2012 Adams Globalization (Division of TransPerfect)

Austin, TX

Manager: Héctor Rodríguez

(512) 821-1818

Spanish Linguist/Quality Manager; Team Lead

- Translate, proofread and edit, from English to Spanish and Spanish to English using WordFast (mostly technical fields, but also for the hotel industry, retail and others).
- Develop glossaries, adapt style guides, maintain memories for individual clients
- Coordinate projects for team, updating PMs and Management on status
- Train team members
- Lead a high-profile project acting as liaison between Austin office and HQ, coordinating and managing files, training and managing 15 team members for 3 different languages

1987 – 2005 Self-employed

Monterrey, Mexico

Teacher of English as a Second Language & Translator

- John Deere (80 – 100 students)
- Comisión Federal de Electricidad (15 students)
- Titan (10 students)
- Vitro (Intensive individual course: 4 hrs./day, 5 days/wk.)
- British Centre of Monterrey
- Various individual, private classes (adults, children, TOEFL)

References

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Director of Operations, Adams Globalization
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Magdalena Graybill
Language Support Services, Austin ISD
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Maureen McLean
Interpreter, Simultaneous Interpretation teacher
(512) 789-3885
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Since 2012, I have submitted over 3200 invoices for translation for the following organizations, among others:

American Eagle	Applus
Austin Independent School District	Banfield Pet Hospitals
Barceló	Beechcraft
BlackRock Energy	Bridgestone
Burns Marketing	Capital Safety
Carboline	Cheesecake Factory
CHS	DaVita
Easterseals of Central Texas	Encana Oil & Gas
Enertech	GE Lighting
General Dynamics	GoGo Air
GoPro	Go Smart
Greenlee Textron	Hershey
Hilton Hotels	InfoSys
JP Morgan Chase	Kaiser Permanente
Keller Williams	Lighthouse Marketing
Linde	Macy's
Milward Brown	MSDS Online
National Research Corp.	Pikolinos
Ritchie Engineering	Rockwell Automation
Sally Beauty Supply	SC Johnson
Sherwin Williams	Sodexo
Sustainable Food Center	Texas Instruments
Together for Safe Roads	TransCanada
Travelers Insurance	Visit Orlando

Since 2015, I have provided simultaneous or consecutive interpretation for the following events:

Adelante! Austin 2015 (2-day regional conference on bilingual education)
Dell@Retail 2016
NNAF – Digital Security Training
Insurance adjustor interviews with claimants
Town hall meeting with Onion Creek community (Flood Recovery)
Texas Military Department (Texas Army National Guard)
Annual planning meeting for international exchange events
Energy & Environmental Workshop
Learn to Manage your Diabetes (4 two-hour sessions)
Austin ISD
10 Workshops
2 Budget presentations
2 Training sessions for personnel
7 Presentations for parents
6 Award/Graduation ceremonies
2 Coffee w/the Principal
11 Campus/curriculum meetings
6 Principal interviews (5-7 interviews per session)
10 Board of Trustees meetings with the community