

MONICA MARTINEZ

Trados –enabled translator from English & French into Spanish

:: Translation & DTP Services::

I. PERSONAL DATA

Full Name: Mónica Martínez Pulgarín
Profession: **Translator from English & French into Spanish**
Native language: **Spanish**
Date of birth: 29.06.1978
Place of birth: Madrid
Nationality: Spanish
Address: Virgen de los desamparados Street, nº8
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Tel/Fax:
Daily word capacity: 2500-3000
Email: traduccion@monicamartinez.es
Web site: <http://www.monicamartinez.es/>

II. UNIVERSITY DEGREE

October 1999- June 2004 Graduate in **English Philology** (equivalent: Bachelor of Arts Degree). Complutense University of Madrid, Spain, 1999-2004) ([view certificate](#))

November 2004- June 2005 **Master degree in Translation** (MA in Translation), (UNED University) Madrid, Spain, 2004-2005).([view certificate](#))

ADDITIONAL TRAINING

February 2006 **Tax Course** for Translator, Authors and Profreaders (SIC, SI) ([view certificate](#))

May 2006 – June 2006 Course in **Finance and Economics** Translation (Cálamo & Cran) ([view certificate](#))

May 2006 Pass of **“SDL Trados Placement Exam”** ([view screenshot](#))

7 June – 28 June 2006 Course in **Computing Translations & Localization** (Cálamo & Cran)([view certificate](#))

III. FURTHER LANGUAGES

Excellent knowledge of French. Good master of Italian and German

IV: EXPERIENCE

I've worked as a freelance translator for agencies and particular clientes in a wide range of projects.

Agencies I work with on a regular basis: Horizon Translating & Interpreting (USA), ASA Vertaalbureau (Netherlands), MIDORI (Spain).

Some of my end clients: NOKIA, CANON, First Choice, De Boer, Onima.

V. FIELDS OF EXPERTISE

Industry & Technology, Law, Business, Medicine General, Botany, Zoology, Military Defense, Petroleum, Natural Gas, Fossil Fuel, Physics, Printing & Publishing, Stock Market, Travel & Tourism, Social Sciences, Religion Child Care, Telecommunications, IT, Computer and Information Sciences, Culinary Arts, Design and Applied Arts, Education, Environmental Science, Ethnic and Cultural Studies, Film and Cinema Studies, Fishing and Fisheries Sciences, Health, History, Information Sciences and Systems, Journalism and Mass Communication, Literature, Medieval and Renaissance Studies, Music History and Literature, Photography, Physical Education Teaching and Coaching, Sport and Fitness, Theatre, Visual and Performing Arts, Women Studies, Anthropology, Architecture, Art, Ceramics Arts and Ceramics, Psychology, Psychiatry, Philosophy, Philology, Political Science, Sociology, Linguistics

VI. COMPUTER SKILLS

Excellent knowledge of the following applications:

Word processor MS Word 2000, Word Perfect 9

Spreadsheet MS Excel 2000

Data base MS Access 2000

Presentation program MS Power Point 2000

DTP Applications: MS Publisher 2000, Adobe PageMaker, Adobe Framemaker, Quark Xpress

Graphic design Corel Draw Adobe Photoshop 5.5 y Corel PhotoPaint 9

Web design Macromedia DreamWeaver Mx 2004

VII. CAT TOOLS

SDL Trados 2006 Freelance & Multiterm 7

SDLX

Transit 3.3 Satellite PE

Wordfast 3.3

VIII. LIBRARY ACCESS

Free access to the Complutense University of Madrid Library

Free access to the Library of Carlos III University of Madrid

IX. MEMBERSHIP

Associate member # 239021 of ATA (American Translators Association) ([view certificate](#))

X: EQUIPMENT

--Hardware--

PC: Packard Bell 160Gb hard disk, 1808 Mhz 1GB RAM.

Scanner: Hewlett Packard Scanjet 3530c, OCR, 48 bits, resolution 1200ppp.

Printer: Hewlett Packard Deskjet 720 C.

Broadband access 24 hours a day

--Software--

Operating system : Windows XP Home Edition.

Office Suite : Microsoft Office 2000 (Excel, Access, Word, Publisher, PowerPoint, Outlook) Corel WordPerfect 12 Adobe Acrobat.

HTML editors & tools : Macromedia Studio MX 2004 (Dreamweaver, Flash, Freehand, Fireworks).

Image editing: Adobe Photoshop 5.5, Adobe Illustrator 9, CorelDraw 9, Corel PhotoPaint 9

DTP: MS Publisher 2000, Adobe PageMaker, Adobe Framemaker, Quark Xpress

Translation tools (CAT): **SDLX Trados 2006 Freelance**, SDLX, Wordfast 3.3.

Transit Satellite PE

Spelling corrector : MS Word 2000 spelling corrector

File compression : Winzip 10.0.

Electronic encyclopaedias : Microsoft Encarta 2000, Enciclopedia Universal Micronet.

Internet environment : Internet Explorer 6.0.

E-mail application: Outlook Express.

Free budget

XI. DOCUMENTATION

Reference titles :

The best specialized dictionaries and an ample bibliography on translation, including:

- **Legal**: *Diccionario de términos jurídicos inglés > español*. Alcaraz Varó y Brian Hughes. Editorial Ariel.
- **Economics**: *Diccionario de términos económicos, financieros y comerciales inglés > español*. Alcaraz Varó y Hughes. Editorial Ariel.
- **Scientific**: *Vocabulario de términos científicos: español-inglés*, English-Spanish. Varios autores. Editorial complutense.
- **Medicine**: *Diccionario médico inglés-español /español-inglés : terminología, abreviaturas y dibujos anatómicos*: Editorial EDIMSA.
- **Medicine**: *Diccionario Mosby inglés-español, español-inglés de medicina*. Varios autores. Editorial Elsevier Science.
- **Physics**: *Diccionario McGraw-Hill de física : bilingüe español-inglés, English-Spanish*
Parker, Sybil P
- **Chemical**: *Diccionario McGraw-Hill de química : bilingüe español-inglés, English-Spanish* Parker, Sybil P
- **Textile**: *Diccionario de la moda, confección e industrias textiles : inglés-español, español-inglés /* Leon Zeldis Mendel
- **IT & Computing sciences**: *Vocabulario de informática y telecomunicaciones (inglés-español)* . Antonio Moreno Martín. Editorial Ariel Practicum.
- **Music**: *Vocabulario técnico AKAL de términos musicales (inglés > español)*. Pedro González Casado
- **False Friends (EN)**: *Diccionario de falsos amigos inglés-español*. Marcial Prado. Editorial Gredos
- **False Friends (FR)**: *Diccionario dudas y falsos amigos Espasa : español-francés*. Marie Christine Merceur y Marie Fortes. Espasa Calpe.
- **Spanish language**: *Diccionario actual de la lengua española (en CD-Rom)*. Planeta Agostini.

Internet: Intensive use of Internet resources ([view resource listing](#))

XII. MISCELLANEOUS

- **PayPal** account accesible through my web page or email:
andromeda.r6d6@telefonica.net
- **Moneybookers** account at traduccion@monicamartinez.es
- Virus checking software: **Norton** antivirus 2005
- **Plaxo** account for keeping contact details up to date
- **Fax machine**

XIII. TRAINING NOT RELATED TO TRANSLATION

- Course in **Office and Graphics Design** (1997-1999). Academy Arenal Informática.
- Distance course in **Drawing & Painting** (1998-2001). Editorial Larousse.
- M.A in **Record Science** (2004-2005). University Carlos III in Madrid.
- Course in **Photography** (2005-2006). Photography High School Flash.

Visit my web page for updates of my CV


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