**Venus Alvarado Hamilton**

7 Shatterstone, East Hunsbury, Northampton NN4 0TW

01604249343 / 07846734715

E-mail: vhamilton16@yahoo.co.uk

Life is a continuous learning process, not because we graduated in a certain educational course or program that doesn’t mean we have to stop there. As we deal with our everyday life we are learning new things whether on technology or practical life.

Currently working as a customer assistant in Morrison’s, wherein I am trained to do various responsibilities in the store.

A freelance (Tagalog or Filipino language) translator / interpreter to different translation agencies, which deals with mostly legal, NHS and advertisements. Born and educated in the Philippines, knows my own language very well, apart from the deep word, I also know the “millennial” and street terms that the young Filipino’s use.

**Education**

Adamson University, Manila, Philippines

Qualification: Bachelor of Arts major in English degree (graduated)

Manuel A. Roxas High School, Manila, Philippines

Secondary Education

National College Entrance Examination result of 88%

Basic Computer Programming Course, Manila, Philippines

**Language Spoken**

English, Tagalog and (little Mandarin and Spanish)

**Work Experience**

Morrison

(2014 – Present)

Customer Assistant

Victoria Promenade, Northampton

Trained on various responsibilities, such as in the till, stocks, cook, plating up and barista bar. As well as dealing with customer related queries and problems.

Freelance Translator/ Interpreter (seasonal projects)

2007 – Present

Translating documents, commercial ads etc. For different Translation Agencies here in U.K. from English to Tagalog and vice versa.

Family Business (Philippines)

2001-2006

Preparing, arranging, tidying the products we are selling, also dealing with customers.

Formosa Advanced Tech. Co. Ltd. (Taiwan, R.O.C.)

Production Operator

1999-2001

Operate machines, final visual inspector and filling reports on the micro chip production. Working as team to meet the deadlines.

Lil’s Coffee Lounge – Moree, N.S.W. , Australia

Shop Assistant

1995-1996

Working holiday, preparing, cooking and serving customers.

Nichimen Corporation – Makati- Philippines.

Receptionist/ Telephone Operator

1995

Receiving calls and transferring it to different departments, assisting visitors and deliveries.

**Translation Agencies Served within U.K. since 2007**

**(Note: some of this agencies haved closed)**

Capita Translation and Interpreting,

Riverside Court,

Huddersfield Road, Delph,Oldham,

OL3 5FZ

[www.capitatranslationinterpreting.com](http://www.capitatranslationinterpreting.com/)

(Approved translator and interpreter for MOJ)

ASIAN ABSOLUTE TRANSLATION AGENCY

87 Worship Street, London EC2A 2BE, UK

[www.asianabsolute.co.uk](http://www.asianabsolute.co.uk)

META4 TRANSLATION AGENCY

Meta4
The Mitre Building
Botley Road
Bishops Waltham
Hampshire
SO32 1DR
Website: [www.meta-4.co.uk](http://www.meta-4.co.uk)

(Project: Proofreading/ Correction/Translation)

SATIS LANGUAGE
Unit 12, 22 Leathermarket Street, London SE1 3HP
[www.satislang.com](http://www.satislang.com)

(Interpretation Assignment)

APPLIED LANGUAGE SOLUTION

Unit 1, Riverside Court , Huddersfield Road , Delph, Oldham , OL3 5FZ ,  UK .

(Project: Translation)

TALKING HEADS UK LTD

Business Development

[www.talkingheads.gb.com](http://www.talkingheads.gb.com/)

320 Peter St, Sheffield S4 8LU.

(Project: Translation)

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**Interests**

Self taught in various things. Travelling, Reading, Baking, Cooking, Cross stitching.

**References**

Mr. Dan Allchin

Cafe Manager – Morrison

lcfcdan87@hotmail.co.uk

07889754992

Mrs. Joan Thompson

SSC Administrator

Ricoh Shared Services

800 Pavilion Drive

Northampton Business Park

Northampton

NN4 7LY

Joan.thompson@ricoh.co.uk