

KUPCHIK PATRICIA ALEJANDRA

Certified Translator

Language pair: ENG > SPA **Fields:** Law, Finance, Healthcare

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Summary of Translation Skills:

Full time professional translator.

Well-developed translation and quality assurance skills. Attention to detail.

Detailed knowledge of CAT tools.

High levels of intra- and inter-job consistency.

Extensive experience in legal and financial translation.

Main Qualifications

2012 **ATA Certified** from English into Spanish

2005 **Master in Translation**, Universidad de Belgrano, School of Languages

2001 **Post-graduate course in translation**, City University, London (Distance Learning Course)

1995 **Simultaneous and Consecutive Oral Translation**, Universidad de Buenos Aires, School of Law

1990 **Certified Translator**, English < > Spanish, Universidad de Buenos Aires, School of Law

Last Courses and Conferences

2012 Trados Studio 2011 – Migration from Trados 2007 – TransEconomy

2011 Annual Conference on New Technology Resources – CTPBA

2010 Text editing for Translators and Proofreaders – Fundación Litterae

2009 ATA Annual Conference – New York

Translation Experience

2008-Present **Freelance Translator:** Wide experience in the translation of legal, financial, commercial and healthcare documents with several agencies in the US, Canada, and the UK, such as Vocalink, LanguageWorks, Idem Translations, Dynamic Languages and Global Lingo.

2004-2008 **Full time, in-house position. Translators' Supervisor, Legal Department**, Linguistic Services, Translation Company based in Buenos Aires. Main responsibilities included:

- Translation, editing, proofreading and p-DTP of a wide range of documents as part of English to Spanish ISO 9001:2000 certified integrated translation process. Responsible for the translation and quality assurance of over 80,000 words/month for various end-users, including blue-chip companies, banks, investment companies, law firms, consulting agencies, pharmaceutical companies, government agencies and insurance companies.

- Preparation of documents using CAT tools, word-processing software and other Office applications.
- Project management, allocation of resources, project tracking (an average of 40 deliveries/day.)

Field-Specific Translation Experience

Law: Human Resources (employee manuals, confidentiality agreements, retirement plans); Litigation (civil and criminal litigation documents, pleadings, summonses, legal certifications and statements, affidavits, resolutions, expert reports, letters rogatories, licenses, court orders); Business Law (contracts and agreements, lease contracts, corporate governance material, attorney-client communications, articles of incorporation, bylaws, bidding contracts, trusts); NGOs/Human Rights (country reports, diplomatic correspondence, press releases, amicus curiae briefs, academic papers); Family (prenuptial agreements, marriage, divorce and child custody documents); Healthcare (Health insurance, informed consents; prospects; patents). *Some end-users:* Honeywell, British Petroleum, Halcrow, ING Insurance, Department of Foreign Affairs (Argentina), Human Rights Watch.

Finance: Sales brochures for banks, insurance companies and investment funds; bank statements; investment proposals; prospectuses; investment training material; fact sheets; website content; financial reports, quarterly reports; insurance documents, policies and claims; company newsletters and updates; payment services; money management; credit reference agencies; mortgage marketing; loans; 401(k) plans. *Some end-users:* Wells Fargo, H&R Block, Citi, Bank of America, Deloitte, Fidelity, OnPoint, Deutsche Bank.

Healthcare: Health insurance plans; medical research documents; informed consents; protocols; patents; prospects; general healthcare information; hospital brochures; presentations; medical records; medical brochures; dentistry; scientific publications; pharmacology; confidentiality agreements; catalogues. *Some end-users:* Abbott, Bristol Myers Squibb, Bayer, J&J, Univera, Adheris, Premera, Group Health, HoMedics.

Professional Memberships

Association of Sworn Translators of the City of Buenos Aires (CTPCBA)
American Translators Association (ATA)

CAT Tools and Computer Skills

Trados Studio 2011, SDLX, and Trados 2007. Good knowledge of Microsoft Applications.

Ongoing Education

Committed to continuing education through programs, workshops and seminars at different professional associations on areas such as accounting, insurance, law, securities, quality standards, grammar, etc. (further details upon request.)

Language Pair

English (L2) > Spanish (L1)

Variants of Spanish: Latin American Spanish, Spanish for the US, International Spanish.