

# MELISSA VALEEN

Spanish to English translator, editor, and educator



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## ABOUT

With an MA in Translation Studies and 5+ years of experience translating medical texts, I would now like to use my communication skills to help patients access the help they need.

Spending 4 years in Latin America has been essential for me to expand vocabulary knowledge and cultural awareness.

## DIGITAL SKILLS

**CAT Tools** Wordfast

**Subtitling** Aegisub

**Blogging** WordPress

**Photo Editing**

Lightroom, Photoshop

**Film Editing** Premiere Pro

**Spreadsheets**

Excel, Google Sheets

**Social Media Content**

Instagram Reels, YouTube Videos

## TRANSLATION AND INTERPRETATION EXPERIENCE

### **Translator and Content Editor**

Jan-May 2023

Responsive Translation

Used my education expertise and DTP skills to edit test content and check translations.

### **Bilingual Transcriptionist**

Sept-Dec 2023

Toppan Digital Language

Transcribed sensitive clinical trial follow-up interviews and translated product research interviews conducted with medical professionals.

### **Freelance Translator and Editor**

2015-present

TransPerfect Translations

Regular projects include:

Translation of clinical trial documents and medical charts

Transcription of audio interviews with patients

Subtitles for training and promotional videos

Copywriting for large fashion and hotel brands

Website localization and SEO

### **On-site Medical Interpreter**

June 2023

Huckeye Health

Worked with medical staff during a public event to provide assistance to Spanish-speaking patients.

**Professional Member, ProZ Translator Database**

## EDUCATION

**MA of Translation** (EC-accredited)  
**University of Portsmouth**, England  
Mark: Distinction (US GPA: 3.9/4)

December 2016

**BA in Education and Spanish**  
**Western Michigan University**, USA  
Minors: History, Environmental Studies (GPA: 3.7/4)  
Fall 2004 at The University of Burgos, Spain

April 2007

## INTERESTS

- Photography (Member, Livermore Valley Camera Club)
- History
- Nutrition
- Psychology
- Arabic and French
- Filmmaking

## TEACHING ABROAD

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Subject	School	Years
Academic English	University of Technology and Applied Sciences <b>Nizwa, Oman</b>	Sept 2014-Jan 2017; Nov 2019-Aug 2022*
Medical English	Shabaka Training, King Faisal University <b>Al-Hofuf, Saudi Arabia</b>	Sept 2012-July 2014
Physical Education	International School of Choueifat <b>Umm-Al-Quwain, United Arab Emirates</b>	Feb-June 2012
Literature and Translation	Colegio de Estudios Universitarios del Mayab <b>Mérida, Mexico</b>	Feb 2011-Dec 2011
English Language	Ministry of Education and Science <b>Marbella and Madrid, Spain</b>	Oct 2007-July 2010

### \*TIME OFF FOR TRAVEL: Feb 2017-Feb 2019

I traveled through North, Central, and South America in a small RV. I documented my experience on a WordPress blog.