

# eva gonzález berruezo

ICARIA TRANSLATIONS

Barcelona, Spain

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## PROFILE

**English/German/Portuguese** into **Spanish/Catalan** translator and proofreader with more than 10 years' experience. Bilingual professional with a strong command of the Spanish and Catalan languages and an extensive experience in the fields of Law and Government, Marketing, Tourism, Business and Online Betting. Daily output of between 2,500 and 3,000 words in these areas.

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## EXPERIENCE

Freelance Translator and Proofreader, Icaria Translations, Sheffield, UK

April 2012 – present

*Over 2,000,000 words translated*

Translation and proofreading of a variety of materials from English and German into Spanish and Catalan, including among others government and legal (court orders, letters of request, documentation and communications for local government agencies, social services reports, extracts of laws, EU, etc.), marketing (retail materials, product descriptions, press releases, newsletters, etc.), tourism, web pages, e-learning, betting and online games.

Translator and Reviewer, thebigword, Leeds, UK

February 2010 – May 2012

*Over 1,100,000 words translated*

Duties included translating a wide range of materials and topics (law, marketing, medical, finance, technical, websites, user manuals, tourism, etc.) from English and German into Spanish and Catalan using CAT tools (Trados), proofreading of work completed by freelance translators prior to delivery, completion of regular QA checks using predefined error criteria, terminology management and liaison with project managers.

Translator and Translation Coordinator, Sphera Editing Services, Sheffield, UK

August 2007 – January 2010

Translations from English, German, Spanish, Catalan and Portuguese into Spanish and Catalan. Coordinating all stages of translation projects, from receipt of request from client up to dispatch of final product.

UK & Export Sales Executive, William Beckett Plastics LTD, Sheffield, UK

March 2007 – March 2008

Duties included looking after UK and export customers, receiving and processing UK and export orders, doing sales analysis on a monthly basis, invoicing and organising dispatches, liaising with freight forwarders and completing export documentation. This position also involved doing market research, keeping website content up-to-date, translating documents, catalogues and e-mails from English into Spanish and Spanish into English, calculating and preparing quotations, helping to plan for exhibitions and attending them in a sales/interpreting capacity.

**Customer Services Advisor, William Hill PLC, Sheffield, UK**  
**November 2006 – January 2007**

Resolved customer queries and assisted new customers to register and use their accounts, assisted in the management of credit accounts. I also provided language service to support the website (translations Spanish-English, English-Spanish).

**Translator, Lastminute.com, Barcelona, Spain**  
**March 2006 – August 2006**

Translation of the company's hotel database and marketing materials from English into Spanish, Spanish into English and also from German into Spanish.

**Assistant to Translation Coordinator, ABR Action Consulting, Barcelona, Spain**  
**March 2006**

My duties during this internship involved collaborating with the Translation Coordinator in overseeing and coordinating all stages of translation projects, from receipt of request from client, to translator liaison, document correction, up to dispatch of translation to client, making sure that agreed deadlines were kept.

**Teaching Assistant, University of Sheffield, Sheffield, UK**  
**September 2004 – February 2005**

This position involved assisting Spanish teachers in classes for English students. Planning and preparing exercises along with the teacher were some of my core duties, as well as guiding students on their oral sessions, and acting as the liaison between teachers and students.

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## EDUCATION

**Universitat Autònoma de Barcelona (UAB), Barcelona, Spain**  
**BA Translation and Interpreting, 2003 – 2006**

*(Second year studied at the The University of Sheffield, Sheffield, United Kingdom)*

Main modules: legal, medical, scientific, literary and technical translation, simultaneous and consecutive interpretation, audio visual translation and subtitling, computer assisted translation, terminology.

**Universitat Autònoma de Barcelona (UAB), Barcelona, Spain**  
**BA English Studies, 1998 - 2003**

Main modules: English literature, history, politics, translation, phonetics, phonology, linguistics, syntax, teaching methodology, German, Italian.

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## TRANSLATION

### PAIRS

|                      |                      |
|----------------------|----------------------|
| English – Spanish    | English – Catalan    |
| German – Spanish     | German – Catalan     |
| Catalan – Spanish    | Spanish – Catalan    |
| Portuguese – Spanish | Portuguese – Catalan |

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## SPECIALISED

### IN

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|---------------------|-------------------------------------|--|
| Tourism<br>Business | Legal and Government<br>Linguistics | Marketing and Advertising<br>Web pages |
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## LANGUAGE

### SKILLS

Spanish - Fluent (native language)  
Catalan - Fluent (native language)  
English - Fluent (spoken, written, read and translated)  
German - Fluent (read and translated), Intermediate (spoken, written)  
Portuguese - Advanced (read and translated), Intermediate (spoken, written)

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## COMPUTER

### SKILLS

Windows 7  
Microsoft Office Tools (Word, Excel, Power Point) and OpenOffice.  
SDL Trados Studio 2011 + SDL Trados 2007 Suite  
Basic HTML Programming

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## MEMBERSHIPS

### AND

### CERTIFICATES

Professional member of ASETRAD  
Standard DBS security clearance  
Security Check (SC) clearance

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## REFERENCES

References available upon request