

Curriculum Vitae

ALEXANDRA KATHRYN STEPHENS

Freelance Translator
Spanish & Portuguese into English

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Personal Data

Date and Place of Birth: 7 February 1976, London

Nationality: British

Spanish Tax ID N°: X2634512T

Education and Qualifications

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|-----------|---|
| 2000 | Escuela de Traductores e Intérpretes
Estudio Internacional Sampere, Madrid
<i>Diploma in Translation & Simultaneous Interpretation (Professional Masters)</i> |
| 1998 | British Language Centre, Madrid
<i>TEFL – CELTA Certificate</i> |
| 1994-1998 | Lincoln College, Oxford University
<i>BA (Hons) in Modern Languages (Spanish & Portuguese) 2:1</i> |
| 1996-1997 | Universidad Complutense de Madrid
<i>Diploma in Hispanic Studies</i> |

Continuous Professional Development

- Training Cycle in Medical Translation (AulaSIC) - 2019
- Alternative Medicines and Natural Healing for Animals (Coursera) - 2017
- Basic Veterinary Surgery (Coursera) - 2017
- Alexandria Project - Basic Surgical Techniques - 2016
- Alexandria Project – Human Anatomy for Translators - 2015
- Alexandria Project - Clinical Trial Protocols - 2015
- Medical Terminology (Coursera) – 2013
- Introduction to Pharmacy (Coursera) – 2013
- Selection of Translation Industry Courses and Webinars (Advanced Word, Trados Studio, Xbench, Wordfast, Technical Translation, Terminology Management, etc.)
- Advanced Dreamweaver and Flash (Adams) – 2010
- Expert in Environmental Management (Focyl) – 2010
- Basic Website Design (Forem) - 2009
- Introduction to Environmental Management (Forem) - 2008
- Taxation for Translators (SIC) - 2004

Professional Experience

- 2002-Present **Freelance Translator**
Specialist Fields:
Medical / Pharmaceutical (since 2012): Clinical trials and protocols, medical reports, clinical case reports, oncology, psychiatry, veterinary surgery and animal anatomy.
Technical: Construction, civil engineering; shipping and logistics; landmine clearance and demilitarisation; health and safety; safety procedures; environmental management and reporting; renewable energies.
Literary / artistic texts and education: Children's theatre and music, primary school textbooks and supplementary material, children's storybooks, illustrated stories, contemporary creation and modern art catalogues, brochures and articles. Editing and proofreading of texts for publication.
- 2000-2002 **Symonds Gabitat** (Project Management)
In-house Translator/Interpreter and Bilingual Secretary
- 1999-2000 **Berlitz S.A.**
Translator
- 1998-2000 **Berlitz Escuelas de Idiomas S.A.**
English Teacher
- 1996-1997 **Readymix Asland S.A.**
Translator, English Teacher

Working Languages

Translation, Post-Editing, Proofreading Transcription
(Working language: Spanish, Portuguese into English)

Specialist Software

- Trados Studio 2019
- Xbench
- Visual SubSync

Professional Associations

ASETRAD (Asociación Española de Traductores, Correctores e Intérpretes)
AITI (Associate Member, Institute of Translation and Interpreting)
MET (Mediterranean Editors & Translators)