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*Able to organize and prioritize simultaneous tasks.  
Combine patience, determination and persistence to troubleshoot client issues.  
Culturally sensitive and internationally traveled leader.*

### **Working history**

#### **TRANSLATION & INTERPRETING**

**Since 2005 - Freelance Translator & Interpreter**, specialized in legal & financial texts, technical, machinery, medical, audiovisual, arts and environment.

**2012-2013 Tour Guide, Madrid City Tour.**

Tour Guide on tourist buses around the city.

**2004-2004 Translator & Interpreter Trainee, Tradintad, S.L.**

**Project Manager training.**

#### **FOREIGN TRADE**

**2010-2011 Import/Export, MacAndrews, S.A. (CMA CGM Group)**

Cargo control from and to the United Kingdom, Ireland, Scandinavia and the Baltics to and from Spain.

Sea waybills issuing.

Invoicing.

#### **INSURANCE ADMINISTRATION**

**2008-2010 Insurance Agent / Translator, MacAndrews, S.A. (CMA CGM Group)**

Claim processing for international insurance companies' clients.

Elaboration of survey reports, including translation Eng-Spa-Eng.

Personal attention to insured clients.

#### **SPANISH & ENGLISH / GRAMMAR**

**2006-2007 English teacher, Academia Brey**

English tuitions as an after school activity.

Training of students for the Trinity College London diploma with the best possible grades.

#### **Skills**

Spanish (Mother tongue)

English (C2)

Italian (C1)

Portuguese (B2)  
German (A2)  
French (A2)

MS Office (Proficient).

CAT Tools: SLD Trados Studio 2015, SDL MultiTerm 2014, Memsource, Omega T.

Other software: Express Scribe

ProZ.com Certified Pro in English and Italian to Spanish:

<http://www.proz.com/translator/1882364>

Clean driver's license.

### **Education**

Bachelor's Degree in Translation and Interpreting, Universidad Alfonso X El Sabio, Villanueva de la Cañada, Madrid, Spain. Specialty in Legal & Financial Documents.

Course in Simultaneous Interpreting, Babel 2000, Madrid, Spain. – 120 hours.

### **Overseas Stays**

London, UK, September 2005-September 2006

USA, several 1-month stays

New Zealand, April-December 2011