

Elsa Ugarte

(305) 462-5701 • elsaugarte1@gmail.com

Plantation, Florida

Translator/Interpreter: Spanish < > English, Brazilian Portuguese > Spanish/English

Translator/Interpreter (Spanish < > English, Brazilian Portuguese > Spanish/English), B.S. in International Business and M.S. in Organizational and Strategic Leadership. Experience in documentary and full-length film translations, intercultural communications, business/corporate translations, and medical documents and terminology translations.

LANGUAGE SKILLS: In addition to my training as a translator, as a diplomat's daughter, I grew up trilingual between Peru, the U.S., and Brazil. Both my parents are Peruvian; therefore, we spoke Spanish at home. I attended school in Brazil, Peru, and the U.S.; completed my bachelor's degree between Peru and the U.S.; and my master's degree was entirely in the U.S.; therefore, I have complete native fluency in English and Spanish.

PROFESSIONAL EXPERIENCE

Translator, Freelance Lima, Peru 2016 to Present
Provide Spanish<>English and Portuguese>English, Spanish translations, and both in the medical and creative fields. I have translated medical pamphlets, discharge and palliative care instructions, care plans, diagnoses, patient information, and hospital-patient communications; educational brochures; and forensic interview transcripts in the medical field. In the creative area, I have provided translations for magazines and translated documentaries, short films, and full-length film productions at different stages of development. (Below is a list of the creative films/projects). I am the sole independent contractor translator for organizations such as Conservamos Peru, Grupo Caral, Mad4Cabinetry, VeeryCol, Butrich by Carolina Butrich among others.

Translator, Interpreter, & Operations Manager Quantum Inc., Philadelphia, Pennsylvania 2012 to 2016
Translated, edited, and reviewed documents for translation in the areas of medical, educational, marketing, business, and corporate dealings.

Provided Spanish/English and Portuguese/English interpretation services in face-to-face assignments for medical appointments, as well as over the phone, for Children's Hospital of Philadelphia, Einstein Medical Center, and the Hospital of the University of Pennsylvania, among others. Additionally, I provided Spanish/English interpretation for other types of appointments such as depositions, traffic court, corporate meetings, & community interpreting.

Developed and implemented a strategic quality assurance program for in-person interpretation

Screened, interviewed, hired, developed, and retained new, qualified translators, interpreters, and potential administrative staff.

Supervised, motivated, mentored, evaluated, and trained new interpreters.

Developed and implemented strategic marketing campaigns, managed sales strategies and promotions, and ensured effective advertising/development.

Operations Director, Main Line Audiology Consultants, Narberth, Pennsylvania 2011 to 2012
Directed the organization's daily operational and business support activities and drove revenue growth and organizational development.

District Manager and Operations Coordinator, Aldi, Inc., Center Valley, Pennsylvania 2006 to 2010

Managed the daily operational and business support activities of five stores throughout the region; planned and coordinated workflow; and managed and maintained the stores' financial, administrative, and human resources activities.

Spanish Instructor / Student Council Moderator, The Academy of Our Lady of Peace, NJ 2002 to 2006
Formulated interactive and enthusiastic classroom presentations for students in K-8 and developed curriculum or lesson plans for each grade level. Pioneered and maintained two internal program websites, enhancing usability, knowledge, and understanding and increasing overall class efficiency.

- Reorganized the Spanish program, which brought it up to core content standards, and created a website for the public speaking teams and student council, facilitating team communication.

English, Spanish and Portuguese Instructor and Mentor, Berlitz Centers, NJ and Peru 2001 to 2003
Facilitated and coordinated the instruction of corporate clients. Taught six company groups, developed curriculum, and provided support and training to all students or staff. Selected as a new Instructor Mentor; facilitated effective training programs for new and existing Instructors and provided development and coaching sessions. Coordinated the launching of a children's program and recipient of the *Instructor of the Year award*.

EDUCATION

Master of Science in Organizational and Strategic Leadership

Neumann University, Aston, Pennsylvania - MS degree 2016

Bachelor of Science degree in Business Administration / Emphasis in International Business / Management

Montclair State University, Montclair, New Jersey - B.S. degree completed in 2006/Graduated *Summa Cum Laude*

Education for Foreign Language Instruction Bachelor of Arts Studies

San Ignacio de Loyola University, Lima, Peru- General Studies 2000 & 2001

CREATIVE PROJECTS

- "Miss Amazonas" by Rafael Solar (2018 – 2019)
- Círculo de Tiza by Artesana Cine (2019-2020)
- Diogenes by Leonardo Barbuy – (2018, 2019, 2020, 2022)
- Imposibilidad by Leonardo Barbuy (2019)
- Cabeza Negra by Diego Vizcarra and Martín Aramburú (2019)
- El Maldito Bastardo by Marienela Vega (2019)
- "Los Hombres Rien, Trabajan, Se Van" by Sofía Velázquez. (2020)
- No Hay Ida Sin Retorno by Carlos Sánchez Giraldo (2020)
- La Memoria De Las Mariposas by Tatiana Fuentes Sadowski (2019, 2020, 2022)
- Art Expo Translations for Alvaro Icaza and Veronica Luyo (2017, 2018, 2019)
- "Los Expectadores" by Alondra Arroyo Ramírez y Yuri Zapata Castillo (2022)

TRAINING

- American Translators Association Annual Conference, Miami, 2019
- International Medical Interpreters Association Annual Conference, Washington D.C., 2017
- National Association of Judiciary Interpreters and Translators Annual Conference, Atlanta, 2015
- American Translators Association Annual Conference, Chicago, 2014
- International Medical Interpreters Association Annual Conference, Houston, 2014
- Breaking Language Barriers in The Courts: Court Interpreter Training -*De La Mora Interpreter Training*, 2014
- National Association of Judiciary Interpreters & Translators Annual Conference, Las Vegas, 2014
- Intensive Medical Terminology Training for Interpreters- *Interpreter Training with a Purpose*, Philadelphia, 2013
- National Association of Judiciary Interpreters and Translators Annual Conference, St. Louis, 2013
- Court Interpreter Skills & Development Workshop -*Weidner University School of Law*, Philadelphia, 2013
- Bridging The Gap: Medical Interpreter Training - *Cross-Cultural Health Care Program*, Philadelphia, 2012

Translation tools: Trados Studio 2017, 2019, 2021, Wordfast Anywhere