

# JOE WILLIAMS

Spanish > English Translator

Spanish level C2 of Common European Framework of Languages

Master in Translation Studies (MA) Student

Chartered Institute of Linguists Student Affiliate

Proz.com Pro-member

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## PERSONAL SUMMARY

Full-time professional translator with experience in the corporate and non-profit sectors. Academic translation and transcreation. Dedicated literary translator. Proficient in Trados 2017, MemoQ 8.5, and Subtitle Workshop. Specializations include international development, international business, and academic texts.

## SKILLS

Communication

Collaboration

Flexibility

Time Management

Handling Pressure

Project Management

Transcreation

Research

Problem Solving

Meticulousness

## SELECTED WORK EXPERIENCE

### **FREELANCE TRANSLATOR**

*Self-employed, remote: March 2017 - Present*

- Working remotely on a wide range of ES > EN projects. Have worked on projects on behalf of U.N.A.M., JeffreyGroup, Gruma and Friends of the Earth. References available on request.

### **PROJECT MANAGER INTERNSHIP**

*Translators without Borders, remote: October 2017 – June 2018*

- Duties revolved around liaising between translators and partners to ensure translations were delivered on time, sourcing translators for hard-to-source languages such as Rohingya and Burmese, ad-hoc project management, and recruiting translators for our translator pool.

### **FREELANCE ENGLISH TEACHER**

*Self-employed, Hanoi, Vietnam: July 2016 – September 2016*

- Teaching English to learners of all ages in a wide range of settings, including kindergartens, universities and private classes.

### **TRANSLATION & CONTENT WRITING INTERNSHIP**

*Mayan Families, Panajachel, Guatemala: November 2016 – February, 2017*

- Translation and Content Writing internship at an NGO. Duties principally consisted of translating reports from Spanish into copy for the biography section of the website.

## EDUCATION

### **MA, TRANSLATION STUDIES**

The Open University,  
remote, 2017 - present

### **BA, HISTORY**

Manchester Metropolitan University,  
U.K, 2009 - 2012

### **SPANISH, C2: C.E.F.R**

Instituto Cervantes,  
Manchester, 2017