

# Ana Fletes

english > SPANISH translator

Spanish > English Translator

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## PROFILE

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Legal Professional with 13 years of experience in Multinational Company. Contract drafting, revision and analysis is my specialty. I have worked for top companies like IBM, Oracle and British American Tobacco. I am fluent in English Spanish and French. I can provide Legal Services customized for your specific needs. Legal Professional with 13 years of experience in Multinational Company. Contract drafting, revision and analysis is my specialty. I have worked for top companies like IBM, Oracle and British American Tobacco. I am fluent in English Spanish and French. I can provide Legal Services customized for your specific needs.

I am specialized in elaborating Contracts. As part of the Legal Department for BAT, I constantly reviewed, drafted and approved marketing, financial, advertising, human resources, services agreements and many more types. The agreements ranged from being Inter-Company, or with an external provider or third party supplier, from specific needs to general needs. I held this position for about 6 years, and I believe I can find the contracts to fit your needs and customize it to your requirements.

I am from Costa Rica, have graduated from a Post Graduate in Madrid, Spain,. I am currently employed in an Insurance company, reviewing documentation and advising prospective clients. My last job as in IBM as a Contract Commercial Manager.

I have my own Translation and Legal Services Company ( LATS Professional Services), which is a startup and I have worked for Australian, Spanish, English, US, Argentinian and Costa Rica clients. Thank you

## LANGUAGES

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Source language (1): english - Rate: 0.05 Native language: SPANISH

Source language (2): spanish - Rate: 0.05

## OTHER SERVICES

Proofreading.

## EDUCATION

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January 2015 to July 2015

**Mediator ( Post Graduate)**

ISDE

March 2000 to December 2006

**Bachelor 's Law**

UCR

## **TRANSLATION EXPERIENCE**

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### **Freelance Jobs**

Years of experience as a freelance translator: 10

### **legal - 90000 words translated**

(Manuals, Websites, Legal, Contracts, Medicine, Articles, Blogs)

Universidad de Costa Rica Batcca

Clients from: US, UK, Australia, Spain, Italy, Panama, Costa Rica, Argentina.

## **IT AND CAT TOOLS**

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### **CAT Tools**

SDL Trados

### **Other Software**

Office

## **HOBBIES AND INTERESTS**

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Photography Travelling Blogs Fashion

References available upon request