 CELESTE TOLEDO

**PERSONAL INFORMATION**

Full Name: Celeste Toledo

Birth Day: 28 February 1976

Occupation: Bilingual Secretary/Translation Student

Phone Number: 502-4589-0406

Address: 34 Street 11-50, zone 11, Guatemala City,

Email: [clftoledo@gmail.com](mailto:clftoledo@gmail.com)

Nationality: Guatemalan

**EDUCATION**

Translation Alma´s Academy (20015 to the present)

Saint Patrick School (1993-1995) degree of Bilingual Secretary

**Langues**

Spanish 100%

English 95%

**WORK HISTORY**

*Freelance Translator* (October 2015 to the present)

* Specialized translations from English to Spanish, literary Translations, already translated it four books in Babelcube for the Publisher Books to go Now, the author Christina Mcknight.

*Bilingual Secretary* (July 2009 to the present), Ministry of Finances

* Reading documents into English-Spanish, writing business letters, translating documents, and brochures, manuals.

**Career Objective**

To take up a challenge of translator career grows with honesty, loyalty, good relationship and become in book translator, and professional translator.

**Personal References**

1. Gabriela Conde Toledo Phone number: 502-5630-7087
2. Ricardo Avila [serpro\_@hotmail.com](mailto:serpro_@hotmail.com)
3. Carlos Soto Phone Number: 502-5990-3443
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