**Gladys Fonseca de Contreras**

**Translator an Editor English><Spanish**

Cell 58-424-487454 Email: gladysdecontreras@gmail.com

Skype ID: gladysdecontreras

Avenida Aldonza Manrique, Pampatar, Edo. Nueva Esparta, Venezuela.

**Career Profile:**

Well-seasoned linguist and lawyer: skilled, passionate and dedicated. I have been working as: Interpreter, transcriptionist and translator, proof reader and editor for more than ten years, when I retired as a professor.

**Areas of interest:**

To gain a good working experience translating from one language to another by instilling passion for the job in hand and to acquire new skills in two rich and wonderful languages as Spanish and English.

**Strengths:**

* Massive experience as a linguist, translator and interpreter.
* Good experience as a transcriptionist, editor and proofreader.
* Strong design skills.
* High level of IT literacy.
* Ability to organize, prioritize and solve workload effectively.
* Great disposition to adapt and be flexible.
* Ability to work as a team member, as well as independently.
* Good abilities using diverse computer programs.

**Work Experience:**

* Linguist, project manager, quality manager, vendor manager. 2006-2016

Big Stars Language Translating Institute jusefo642963@gmail.com

58-414-7040389

* Translator and editor 2016

Do It In Spanish info@doitinspanish.com

1-917-267-7726

* Translator, editor and proofreader. 2015-2016

Christian Translations info@christian-translation.com

809-924-0131

* Coordinator, project manager, moderator, linguist, translator and interpreter. 2013-2016

 Viajes Mazzochi dmazzocchi@viajesmazzocchi.com

58-414-8484973

* Editor and proofreader.

Appen, Transcribeme, GoTranscript.

* Translator, proof reader, editor and manager 2006-2016

Babble Type, Verbalized It, Multilingual, Translated, Mota Word, Unbabel, Appen, Do It in Spanish.

* High School Teacher, English as a second language teacher 2003-2006

Colegio Guayamuri

* University Professor, 1990-2002

Universidad Catòlica del Tàchira

* Pharmay Clerk 1986-1989

Centro Clínico, San Cristóbal, Estado Táchira

**Education:**

* Dirección General de Justicia, Religiones y Cultos

Public Interpreter. 2015

* Universidad Nacional Abierta

Bilingual linguist, English and Spanish. 2012- 2015

* Universidad Nacional Experimental Politécnica de la Fuerza Armada Bolivariana

Adult’s Education. 2009- 2010

* Universidad Nacional Experimental Politécnica de la Fuerza Armada Bolivariana

Public Management. 2006-2008

* Universidad Católica del Táchira:

Lawyer. 1985-1989

**Personal Information:**

* Date of Birth: November 06, 1965.
* I was born in Venezuela, and raised in The United States.
* Married with two children.
* Hobbies: Reading, studying, video games, drawing, painting, fashion, and traveling.

**Translation details:**

* Native language: Spanish.
* Language pairs: Spanish and English and Portuguese.
* **Fields of Expertise:** Legal, patents, educational, academic, business, marketing, finance, beauty, fashion localization and religion.
* Software: Windows 10 pro.
* Computer skills: PDF, Adobe Acrobat, Photoshop, Microsoft Office.
* Tools used: Smartcat, Omega T, Express Scribe, Trados, MetaCat.
* Rates: I am always willing to discuss my rates, especially for long term projects. My usual rates are: $0.03 per word for translation, $0.015 per word for proof reading and editing, and $2 per audio minute.