**English-Spanish Translator**

Mariany Vivas Rosales

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**MISSION STATEMENT:**

As an English-Spanish Translator my goal is to help translation agencies around the world meet their client’s needs. To achieve this I provide accurate, high quality and timely translations which guarantee full customer satisfaction. I realize the translation industry is vital for businesses seeking expansion and success in the global market.

**LANGUAGE COMBINATIONS:**

English to Spanish

Spanish to English

**YEARS OF EXPERIENCE:**  4 years

**WORK EXPERIENCE:**

**2000 – 2002** Volunteer work for the Citizen Commission on Human Rights-Florida, USA

**2000 – 2002** Babysitter for 3 local families-Florida, USA

**Nov 2002 – Jan 2005** Recruiter/recruitment officer for Scientology Flag Service Organization-Florida, USA

**Mar 2005 – Feb 2006** Admission Director for consulting company HacerSaber C.A. –Tachira, Venezuela

**Mar 2006 - May 2006** Bilingual Child tutor for 2 to 5 year old children-Tachira, Venezuela

**Jul 2006 – May 2007** Personal Assistant for Freedom Medal Winner and President of “The Way to Happiness Foundation Venezuela”, Audrey Cabrera- Caracas, Venezuela

**Apri l 2008 to 2010** Bilingual receptionist at Hoet Pelaez Castillo & Duque Law firm –Caracas, Venezuela

**2010 – Present** Production Manager at *The Way to Happiness Foundation Venezuela*

Caracas, Venezuela.

I am also working as the spanish-english translator for the Foundation. My job as a translator with TWTH Foundation in Venezuela began as a volunteer work in the year 2007. Later I joined their team of staff on November 2010 as the president assistant, and then I was promoted to production manager: managing their booklets printing production and seminars delivery production and logistics. In the year 2011 as the Foundation developed a massive campaign to distribute the booklet The Way To Happiness across Venezuela under the supervision of The Way To Happiness International and Association for Better Living and Education I was given the task of translating everything in regards to this massive campaign in moral values: letters, e-mail, briefing reports, work reports, statistics, surveys, newsletters and others.

**EDUCATIONAL BACKGROUND:**

2008 – January 2011 High School Diploma

U.E School for Adults ACACENTRO

Caracas, Venezuela.

1997 – 1998 Secondary School

Orlando, Florida U.S.A

1990 – 1997 Elementary School

San Cristobal, Venezuela

**FIELDS OF EXPERTISE:**

• Business, Marketing & Management

• General / Conversation / Greetings / Letters

• Sales Training Materials

• Telecommunications

• Philosophy, Literature

• Human Resources

• Finance (general)

• Social Service

**COURSES COMPLETED:**

2011 - 2012

Organizacion Cultural Dianetica

Caracas, Venezuela

• Dianetics: The Modern Science of Mental Health, Book & Lectures Course.

• Deputy Executive Director for Delivery & Exchange course

• Evolution of a Science course

2002 - 2003

Scientology Flag Service Organization

Clearwater, Florida. U.S.A.

• Introduction to Scientology Ethics Course.

• Study Technology course (Student Hat)

• Personal Efficiency Course.

• Personal Grooming Course.

• Basic Study Manual Course.

• Fundamentals of Organization Course, part I & II.

**SKILLS AND ABILITIES:**

• Interested in helping others.

• Capable of interrelating with others and willing to receive orders.

• Leadership, capable of organizing and coordinating groups of people.

• Verbal and written fluency in Latin American Spanish & U.S. English.

**PROFESSIONAL REFERENCES:**

* Ms. Audrey Cabrera

President of Fundacion Camino a la Felicidad para Venezuela

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* Ms. Joni Ginsberg

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