TRINA MONAGAS

Email: tmonagas1@gmail.com

Address: Oakville, ON - CANADA

###  KEY COMPETENCIES

**• Experienced Translator and Quality Control Specialist (literary/editorial, websites, commercial-marketing content, and subtitling.)**

**• Native Spanish-neutral speaker.**

**• Strong background in Human Resources, Finance and Marketing terminology and linguistics which makes me a good proofreader.**

**• Strong bilingual grammar skills.**

**• Excellent computer skills (MS office, Windows and Outlook). Knowledge of SDL Trados and MemoQ.**

**• Highly organized and detail oriented with a proven record of on-time completion of projects.**

### EDUCATION

* Foreign Language Teaching Certificate, Specialization in Spanish

 Canada-Mexico Cultural Exchange Centre – London-ON-Canada

* Bachelor of Arts in Social Communications, Advertising and Marketing

 Universidad Catolica Andres Bello – Caracas-Venezuela

### PROFESSIONAL EXPERIENCE

**July 2007-present English to Spanish Translator/Editor Subtitle- SDI Media Group, USA**

2006- 2008 One-on-one Spanish Teacher – Toronto, Canada

2006-2007 Editor – Abanico Magazine, Toronto, Canada

### MAJOR ACHIEVEMENTS

* **Editing & Proofreading / Transcribe and Translate / Spanish QC– SDI Media Group**
* Responsible of magazine´s edition (Spanish publication) – Abanico Magazine
* Coordinated bilingual monthly edition and edited Spanish content – Perspectiva Gerencial / Management Perspective

##