

BEATRIZ GARCIA LOPEZ

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WORK EXPERIENCE

- May 2010-nowadays** **Localization Project Manager, Spanish from Spain** – Review of documentation of the company translated into Spanish (marketing campaigns, technical reports, webpages, newsletters...). Responsible of the creation of the style guide for Spanish, the technical glossary used by the team of translators and responsible of training the translators working for the company, **NETAPP Spain**, Madrid.
- Abr. 2009-nowadays** **Trados trainer** – Trados and MultiTerm trainer of the translators, terminologists and editors teams, **EUROPEAN CENTRAL BANK**, Frankfurt am Main, Germany.
- Oct. 2008-Mar. 2009** **Terminology and Language Technology** – Maintenance of termbases and translation memories, preparation of documents for the translators, **EUROPEAN CENTRAL BANK**, Frankfurt am Main, Germany
- Jul. 2006 – Oct. 2008** **Technical support, trainer and project management** – Trados technical support, Trados training, multilingual project management, translation and proofreading, **ALBISA, S.L.** Madrid, Spain
- Sept. 2006—Oct. 2006** **Translation and interpreting** – Member of the team of translators and interpreters in the **6 International Conference of New and Restored Democracies**, held by **UNITED NATIONS (UN)** in Doha, Qatar, **AALAA TRANSLATION COMPANY**, Beirut, Lebanon
- Mar. 2006 – Jul. 2006** **Editor, proofreader and translator** – Edition and proofreading of dictionaries and translation, **TEXTO EDITORES**, Cacem, Portugal
- Jun. 2006 – nowadays** **Translator, proofreader and editor** - translation, proofreading and edition of documents (legal, technical, economic), **TRUSTED TRANSLATIONS, INC**, Buenos Aires, Argentina
- Oct. 2003 – nowadays** **Freelance translators** – Translation of legal, economic, technical, IT, literature, advertising documents
- Oct. 2004 – Jun. 2005** **English teacher, translator and interpreter** – Teacher of English, translation and interpreting, **ACADEMIA OUI&YES**, Soria, Spain

EDUCATION

- Oct. 2003 - Sept. 2005** **BA Translation and Interpreting**
Universidad de Valladolid, Spain
- Oct. 1998 – Feb. 2005** **BA English Philology**
Universidad de León, Spain
- Apr. 2006 – Nowadays** **Certified translator**
Ministry of Foreign Affairs, Spain

OTHER TRAININGS

- Curso de corrector profesional (Professional Editorial Edition, 70 horas)**
Cálamo&Cran, Madrid, Spain
- Planificación y diseño de programas de formación (Planning and design of training programmes, 77 hours)**
Centro General de Formación Continua, Madrid, Spain
- German – level 1 (200 hours)**
Volkshochschule, Frankfurt am Main, Germany

Gestor de Proyectos (Project management) 2 (150 hours)

Asofreda, Comunidad de Madrid and European Social Fund

Gestor de Proyectos (Project management) 1 (120 hours)

Asofreda, Comunidad de Madrid and European Social Fund

Business English and German (40 hours)

English and German specialised languages

Universidad de Valladolid, Spain

Trados and Wordfast, Getting Started (30 hours)

Initiation to Trados and Wordfast

Universidad de Valladolid, Spain

Polish Language, levels 1 and 2 (50 hours)

Basic knowledge of Polish language

Universidad de Valladolid, Spain

Translation of specialised language, VINE and WINE (40 hours)

General language on wine language and its translation

University of Valladolid, Spain

Legal and Economic translation (80 hours)

General knowledge of legal and economic translation and the role of the certified translator

Universidad de Valladolid, Spain

Forensic linguistics (20 hours)

General overview of the role of linguistics in forensics and the police department

Universitat Pompeu i Fabra, Barcelone, Spain

PERSONAL SKILLS AND COMPETENCES

Mother tongue	Spanish Galician
Other languages	English French Portuguese German (basic knowledge)

Microsoft Office
Omnipage
SDL Trados (Freelance, Professional)
TM Server (user and administrator)
MT Server (user and administrator)
Star Transit
MultiCorpora
Plunet (project management tool)

PUBLICATIONS

Diccionario escolar español, Ed. Texto Editora
Diccionario de la Lengua Española, Ed. Texto Editora
Diccionario escolar inglés<>español, Ed. Texto Editora
Diccionario bilingüe inglés<>español, Ed. Texto Editora
Translation of *The rise of the golden cobra*, Henry T. Aubin, Ed. Marenostrum