Translator Copy Editor & Proofreader Copy Editor & Proofreader



39 Kepstorn Close Kirkstall, LS5 3EL Leeds, UK E: ylpopper@yahoo.com

P: +44 113 278 7171

M: +44 7749 635 744

Date of Birth: 31/08/1978 Citizenship: Venezuelan Gender: Female

RESUME

OBJECTIVE

Seeking opportunities in a challenging position to utilise and broaden my skills, experiences and interests in translation, proofreading, editing, and desktop publishing.

VALUES

- Excellent communication skills
- Effective organization and time management skills
- Excellent interpersonal relations and group interaction
- Excellent customer relations skills
- Ability to develop ideas into work plans

EXPERTISE

Advertising & Public Relations, Business / Commerce (General), Cinema (Film, TV, Drama), Computers (General), Copywriting, Ecology & Environment, Education, Engineering (General), Fashion / Textiles / Clothing, Finance / Economics, Food / Nutrition, Gastronomy, General, Globalization, Human Resources, Journalism, Law (General), Law (Contracts), Linguistics, Marketing / Market Research, Medicine (General), Medicine (Health Care), Photography / Graphic Arts, Printing & Publishing, Science (General), Social Science, Sports / Recreation / Fitness, Telecommunications, Travel & Tourism.

LANGUAGESLEVELSpanishNativeEnglishAdvancedFrenchAdvanced

Intermediate

Hungarian

SKILLS	LEVEL
Word	Advanced
PowerPoint	Advanced
Excell	Advanced
Acrobat	Intermediate
HTML	Basic
Wordfast	Intermediate
SubitIte Workshop	Advanced

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EDUCATION

Mapple Academy, UK / Proofreading and Editing 02/2010 - Current

British Council, VE / IELTS Certificate 05/2004 - 06/2004

Central University of Venezuela / Bachelor in Translation 1996 - 2002

Calibrum Co. USA / Training in Foresight and Surveying Software **2000**

Western Town College, CA / English as a Second Language 2000

Santa Rosa de Lima, VE / High School Diploma 1995 - 1996

Karolyi Mihaly, HU / High School Certificate 1993 - 1995

EMPLOYMENT

Detrans-Studio, VE / Translator and Project Manager **2005 - Current**

Alstom, VE / President Assistant and Translator 04/06 - 04/08

Self-Rule, UNEFM, VE / Translation Project Assistant 01/03 - 02/08

Calibrum, Co. USA / Consultant TIC on-line 12/04 - 02/05

Algerian Embassy, VE / Spanish-English-French Translator 06/02 - 04/04

Project PGPID 2020, VE / Assistant to Foresight Training 10/02 - 07/03

Project CARB 2020, VE / Proofreader 10/02 - 01/03

Latinamerican Node, AR / English-Spanish Translator ad-hoc 11/02 - 12/02

Consortium of Peru, PE / Spanish-English Translator 06/02 - 01/03

Project UNEFM 2002 / Consultant-Assistant 06/00 - 06/01

UNEFM, VE / Project Assistant 06/00 - 09/00

LANGUAGES LEVEL

Spanish Native

English Advanced

French Advanced

Hungarian Intermediate

SKILLS LEVEL

Word Advanced

PowerPoint Advanced

Excell Advanced

Acrobat Intermediate

HTML Basic

Wordfast Intermediate

Subitlte Workshop Advanced