Mérida, Yucatán, México August 20, 2010

Armando Guzmán

E-mail: aguzmansr@gmail.com

To Whom It May Concern,

I hereby submit my education and professional background into your kind consideration. I have been using the English language since 1993 in my daily life. I obtained a Bachelor’s Degree in Theology which I fully studied in English in Little Rock, Arkansas. My experience as a freelancer goes back to my seminary years when I translated Bible material from English to Spanish. After I graduated from the seminary, I returned to Mexico as a missionary being one of my duties to translate English theological lessons to Spanish for the new congregation. When the mission project came to an end, I dedicated myself to be a full time freelance translator. I wrote last year –on my own- a short biography of a Mayan Healer. Since 2000 to this very day, I have translated many kinds of literature for various peoples: high school students, pediatricians, law students, preachers, and engineers among others. I have also had the opportunity to interpret preachers, business men, and tourists.

When I am short of work as freelancer, I have to work in other areas such as hotel receptionist, and tourist guide.

My seminary years helped me develop abilities as writer and translator. During my junior year, I had to write an essay 40 to 50 page long on a weekly basis as requirement to approve a particular class. I also took a class named ‘Writing Skills’. I enjoyed working on my own all these years. Nonetheless, I think it is time for me to expand my visions. My dream is to work as a paid full time translator for an established company. I am open to further my education if it is necessary to meet the requirements of a job position.

I believe –based on my education and experience- to be skilled to work as a full time translator. My strongest ability is to translate Bible material, but I am also ready to work with any kind of literature.

Sincerely,

**Armando Guzmán**

*Academic Background*

*C.B.T. is 95*  Septiembre 1987 – Julio 1990

Mérida, México.

I obtained a High school Certificate.

*California Missionary Baptist*  January1991-May 1993

*Institute and Seminary*

Bellflower, California. I obtained a Certificate of Merit.

Lynwood Unified School District January 1991–April 1992

Lynwood, California

I was given a certificate of assistance in the ESL program.

*Bellflower Adult School* January1992–May1993

Bellflower, California

I was given a certificate of assistance in the ESL program.

*Missionary Baptist Seminary*  August 1993– May 1997

Little Rock, Arkansas

Bachelor’s in Theology.

*\*Coordinación de Idiomas de la UADY*  September 1997– January 1998

I studied the 8th semester of English being the last semester of a four year program of the Yucatan University.

Awards

*Bethlehem Baptist Church Scholarship*  School Year 1995-1996

This award is for a full time student with a 3.5 GPA of higher.

*Hopedale Baptist Church Scholarship*  School Year 1996-1991

I obtained this scholarship for academic excellence.

*Labor Experience in the United States*

*Baptist Missionary January 1991- July 1997*

Bellflower, California. Little Rock, Arkansas.

I worked as missionary during all those years while I studied at the seminary. My main duty was to translate Bible material from English to Spanish. I also served as interpreter for Spanish speaking preachers who visited their sponsor churches. I helped them communicate in casual conversation as well as in preaching before the whole congregation. I also worked as a Bible teacher and visited many different churches to preach the Word of God. I translate using the old fashion way: word by word, and sentence by sentence. However, I am reluctant to use computer programs to do my translation. Nevertheless, I will always make sure the original though or idea was fully respected and kept in my translations.

Labor Experience in Mexico

*Baptist Missionary August 1997- December 1999*

I basically performed the same duties as in California and Arkansas. I continued translating English Bible material to Spanish during this time. It also came to mind the idea to make a living working as a freelancer.

*Freelance Translator and Interpreter January 2000- Present*

I have worked as a freelance translator through these years in my hometown. I have translated all kinds of materials: Bible literature, theological papers, pediatric articles, law small chapters among others. I have also worked as English instructor, and tourist guide. Nonetheless, I feel it is time for me to expand my professional career. My dream is to work as full time paid translator for a serious company. I always open to further my education in order to work with the highest excellence and promptness.

*Abilities*

The years of seminary studies helped me develop abilities as writer, interpreter, and translator. The school in California stopped having students in 1993. Therefore, I moved to Arkansas to resume my theological studies. During my senior year I needed to present an essay at least 50 pages long to meet the class approval requirements. I also took a class named ‘Writing Skills’ at the Little Rock seminary. In 2009, I wrote –in English- a short biography of a Mayan healer. I am willing to share this work with anyone who would like to read it.

*Personal References*

Dale Crumby, Sr

810 W. Keetowah

Tahlequah, OK 74464

Phone: 918-458 1987

E-mail: [crumb4@sbcglobal.net](mailto:crumb4@sbcglobal.net)

Walter D. Turner, Sr

PO Box 185

Grimsley, TN 38565

Phone: 717- 448 3916

E-mail: [walter27@hotmail.com](mailto:walter27@hotmail.com)

Kathy Wood, Ms

Cell: 562-207-8350

E-mail: kawood@fullerton.edu