

DANIEL FELIPE GIL

Translator

PERSONAL SUMMARY

I am a freelance translator and Spanish proofreader looking for work with translation agencies and direct clients. I am always available to work on all kinds of projects. I am a very serious, focused and punctual worker, willing to work in new areas and open for comments and suggestions.

PERSONAL DETAILS

Name: Daniel Felipe Gil
Place of birth: Cali, Colombia
Date of birth: April 17, 1984
Language pairs: Eng<>Spa
E-mail: gilmartinezdaniel@gmail.com

KEY SKILLS AND COMPETENCES

My native languages are Spanish and English. I have excellent communication skills and I'm able to work under pressure. I also have a great knowledge in technical aspects of computers, maintenance and software such as OS, Microsoft Word, Microsoft Power Point, Browsing, Corel Draw, Rhinoceros.

SERVICES

Translation, proofreading, and editing.

AREAS OF EXPERTISE

Technology, machine tools, certificates, electronics, nutrition, education, computer hardware and software, Internet, web, design, video games, literature, arts.

WORK EXPERIENCE

Translation agency – Tradaccion

Project Manager August 2013 – March 2014

Duties:

- Work as a bridge between clients and translators in order to close sales.
- Edit and spellcheck the translator's final documents when those were in both languages, Spanish and English.

- Act as a customer representative for the company by talking to clients over the phone or via email.

I started working as a freelance translator in 2013. I have been involved on academic translation for the past three years, helping students translate their legal and general documents. I also worked as a project manager for a local translation agency. Nowadays I work as a freelance proofreader and translator for different projects.

RATES

Translation rate per source word: 0.06 Euro
Proofreading rate per source word: 0.02 Euro
Hourly rate (proofreading): 15 Euro
Minimum charge: 12 Euro
The rates are negotiable.

AVAILABILITY

Monday to Friday, from 10am to 6pm (GMT -5). I can work on weekends if necessary. My daily output is about 2000 to 2500 words.

SAMPLES

Available on request.

EDUCATION

Universidad del Valle, Cali
Graphic design, 2005

Universidad de San Buenaventura, Bogotá
B.A. in English language, 2016

COMPUTER SKILLS

I am an experienced computer user. I work with MS Office (Word, Excel, Power Point), Corel Draw Suite, Rhinoceros, different O.S.

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