**Erin Littlefield**

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| **Nationality**: Dual UK/USA | **Contact Telephone:** (+44)7952637485 |
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**ACADEMIC EXPERIENCE**

* MA in Translation Studies, University of Bristol, 2011 – 2013 (In Progress)
* 1st Class BA(Hons) Russian and Eastern European Studies, University of Manchester, 2007 – 2011
  + Specialised in Translation Studies

**LANGUAGES**

* **Spanish:** Fluent level of proficiency, translation and interpreting experience
  + DELE Certificate of Superior (C2) Spanish, 2011
  + 1 year living and working in Spain, currently living in Colombia
* **Russian:** High level of proficiency, translation experience
  + 1 year living and studying in St. Petersburg and Volgograd
* **Polish:** Post-Intermediate level of proficiency, spoken and written
  + Certificate of Post-Intermediate Polish, University of Manchester, 2011
* **Italian:** Post-Intermediate level of proficiency, spoken and written
  + Instituto di Italiano, Sorrento, Italy, 2008

**I.T. SKILLS**

* Computer Literate - experienced user of Microsoft Office, Microsoft Operating Systems, CatsCradle Translation Software, TRADOS Studio 2009
* Touch-Typing – 60wpm

**PROFESSIONAL EXPERIENCE**

**Freelance Translator** - Working on a variety of projects through websites such as Translators Cafe, MyGengo, oDesk, Wolfestone Translations. Areas of speciality (from both academic and professional experience) include legal, social sciences, military and environmental. (September 2010 - Present)

**Interpreter** – *Lopez Eventos, Bogota, Colombia* – Working as an assistant and English language interpreter for a Colombian Events Management Company (June 2011 – Present)

**Proofreader** – *University of Manchester* – Working part-time as a freelance proofreader for foreign students, I edited dissertations, essays, applications and articles for a small fee on a regular basis (September 2007 – June 2011)

**English Teacher Assistant**  – *Volgograd, Russia* – Assisting with conversational practice and cultural discussions in a classroom setting (February 2010 – June 2010)

**Au Pair/English Tutor**– *Madrid, Spain* – Providing full-time, live in care for two children and an infant, including regular English language classes (June 2009 – September 2009)

**Bartender/Part-time Manager** – *“The Black Pearl” Bar, Roatan, Honduras* – Full-time bartending as well as part-time responsibility for dealing with vendors, staff, and (as the only Spanish speaker on staff) interpreting and liaising with local authorities (January 2006 – August 2006)

**Volunteer Interpreter** – *Antigua, Guatemala* – Part-time volunteering for a church programme, facilitating communication between volunteers and Spanish/Mayan speaking villagers (October 2005 – December 2005)