



## Contact Info

Address:

Avenida Sandino #4, entre 5ta y 6ta, Sandino, Santa Clara, Villa Clara, Cuba

Telephone number: +53 53 50 1317

E-mail: [empedret@gmail.com](mailto:empedret@gmail.com)

Linkedin: <https://www.linkedin.com/in/ernestomorej%C3%B3n-pedret/>

Proz: <https://www.proz.com/profile/2748236>

Translators Cafe: <https://www.translatorscafe.com/cafe/member388716.htm>

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## ABOUT ME

Graduated from the Universidad Central "Marta Abreu de Las Villas", with a degree in English Language with French as a Second Foreign Language. I am a professional who has worked mostly in the areas of Hospitality and Tourism, Translation and Interpretation services, business administration and marketing, sales management and customer services.

## WORKING LANGUAGES

- ▣ Spanish (Mother tongue)
- ▣ English
- ▣ French

# ERNESTO MOREJÓN PEDRET

## CURRICULUM VITAE

### EDUCATION AND TRAINING

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07/2004 – 07/2010 – Carretera a Camajuaní Km. 5 y 1/2, Santa Clara, Cuba

#### **B.A ENGLISH AND FRENCH LANGUAGES (TRANSLATION AND INTERPRETATION DIPLOMA)**

Universidad Central Marta Abreu de Las Villas (UCLV), Santa Clara, Cuba.

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### WORK EXPERIENCE

02/2021 – CURRENT – Valencia, Spain

#### **PROJECT MANAGER – PANGEANIC S.L. (FREELANCE COLLABORATION)**

- ✓ Ensure that projects' deadlines are all met.
  - ✓ Ensure that the projects' objectives are fulfilled.
  - ✓ Supervise the advancement of projects in due time.
  - ✓ Manage the work within the linguists' team.
  - ✓ Ensure that the most efficient resources are used and ensure that all parties involved are satisfied.
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19/04/2024 – 12/06/2024 – Cardiff, Wales, UK.

#### **FREELANCE TRANSLATION CONTRACT WITH POPPY TRANSLATIONS LTD.**

- ✓ Translation of documents
  - ✓ Field: Legal and police proceedings
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01/05/2023 – 26/04/2024 – Havana, Cuba.

#### **FREELANCE TRANSLATOR – COLECTIVO +VOCES**

- ✓ Translation of news from Spanish into English of the news monitoring service carried out by Colectivo +Voces.

27/06/2019 – 03/2021 – Toulouse, France

## TRAVEL AGENT – ROUTE CUBA

- ✓ Processing of requests from travel agency customers, both by telephone and by email.
- ✓ Contact and processing of customer requests entrusted by the agency's executives.
- ✓ Management of a commercial portfolio and daily reporting to the agency's executives.
- ✓ Preparation of quotations for clients through tour operators, incoming agents, airlines, hoteliers, etc.
- ✓ Regular updating of knowledge on destinations and tourism products.
- ✓ Invoicing and collection of deposits and balances from clients.
- ✓ Technical verification of supplier invoices.
- ✓ Verification and forwarding of travel documents.
- ✓ Representing the company abroad.
- ✓ Customer follow-up and after-sales service.
- ✓ Implementation of customer loyalty program.
- ✓ Achievement of sales volume and margin targets.

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08/2020 – 03/2021 – Santa Clara, Cuba

## ACCOUNT SUPERVISOR (INDEPENDENT CONTRACT) – 4 CAMINOS PRODUCCIONES

- ✓ Maintain a strict control of the contracts executed in the private audiovisual production company 4 Caminos Producciones.
- ✓ Supervise the correct performance of the audiovisual production company's accountants.
- ✓ Supervise the correct performance of the audiovisual production company's accountants.
- ✓ Contact clients and carry out marketing actions of the audiovisual products offered by the private audiovisual production company with different companies.
- ✓ Coordinate and supervise the production process of the audiovisual products.
- ✓ Coordinate and supervise the production process of the audiovisual products.
- ✓ Coordinate and supervise the workflow between the departments that are part of the private audiovisual production company 4 Caminos Producciones.

12/2013 – 08/2020 – Santa Clara, Cuba

## **TRANSLATOR, PROOFREADER AND SUBTLER OF AUDIOVISUAL PRODUCTIONS (FREELANCE CONTRACTS) – 4 CAMINOS PRODUCCIONES**

- ✔ Translation of content, both for online services as well as for the promotion of services provided by the private audiovisual production company 4 Caminos Producciones.
  - ✔ Proofreading, both for online services and for the promotion of services provided by the audiovisual production company 4 Caminos Producciones.
  - ✔ Translation services, using SDL Trados and MemoQ softwares, and subtitling services, using Subtitle Workshop and Subtitle Edit softwares, for the audiovisual materials created by 4 Caminos Producciones.
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08/2019 – 09/2020 – Havana, Cuba

## **FREELANCE TRANSLATOR – COLECTIVO +VOCES**

- ✔ Translation of news from Spanish into English of the news monitoring service carried out by Colectivo +Voces.
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11/2014 – 12/2019 – Caibarién, Cuba

## **TOUR OPERATOR REPRESENTATIVE – TRANSAT TOURS CANADA INC**

- ✔ Delivered in-resort support by addressing client inquiries, resolving issues, and coordinating activities to ensure a seamless and enjoyable hotel experience.
  - ✔ I offered excursions and guided tours services for the Tour Operator TRANSAT TOURS CANADA INC.
  - ✔ Ensure strict compliance with the precepts of the contract between hoteliers and tour operators.
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02/2019 – 06/2019 – Santa Clara, Cuba

## **FREELANCE TRANSLATOR – FRANCYS ROMERO**

- ✔ English translation of the book "El Sueño y la Realidad: Historias de la Emigración del béisbol cubano (1960-2018)", written by sports journalist Francys Romero, to be submitted to English-speaking publishinghouses in the United States of America.
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08/2013 – 10/2014 – Caibarién, Cuba

## **HEAD OF TOURIST ENTERTAINMENT DEPARTMENT – HOTEL MELIA BUENAVISTA**

- ✔ Coordination and Supervision of Tourist Entertainment Activities
- ✔ Coordination and Supervision of recreational activities with the artistic cast working at the hotel.
- ✔ Supervision, as a member of the hotel's Board of Directors, of the hotel operation.

**DIGITAL SKILLS**

**SDL Trados Studio  
MemoQ  
SmartCAT  
OmegaT**

**Subtitle Workshop  
Subtitle Edit  
XBench  
Microsoft Office Package**

**Canva  
Trello  
QA Distiller  
Adobe**