

Curriculum Vitæ

Héctor Javier Beltrán Flores

English-Spanish Translator/Editor

Certified by the American Translators Association (ATA) in English-Spanish Translation

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Education

1961-1966 Escuela "Árbol de la Noche Triste", Mexico City
1967-1968 Escuela Prevocacional No. 3, Instituto Politécnico Nacional, Mexico City
1969 Escuela Técnica Industrial "Rafael Dondé", Mexico City
1970-1972 Escuela Vocacional No. 3 de Ingeniería y Ciencias Físico-Matemáticas, Instituto Politécnico Nacional, Mexico City
1973-1974 Escuela Técnica Industrial "Wilfrido Massieu", Instituto Politécnico Nacional, Mexico City
1977-1979 Instituto Francés de América Latina (IFAL, Cultural Service from the French Embassy in Mexico) [French]
1980-1986 Instituto Anglo Mexicano de Cultura (Cultural Service from the British Embassy in Mexico) [English]

Qualifications

Construction Technician Diploma, Technical-Industrial School "Wilfrido Massieu", National Polytechnic Institute, Mexico City, Mexico
Advanced Certificate of English (Distinction), Instituto Anglo Mexicano de Cultura (UK Embassy Cultural Center), Mexico City, Mexico
Certificate in Translation (Distinction), Instituto Anglo Mexicano de Cultura (UKECC), Mexico City, Mexico
Oxford Examination in English as a Foreign Language (Written English), Higher Level [Distinction], University of Oxford, England (Delegacy of Local Examinations at the Instituto Anglo Mexicano de Cultura, Mexico City, Mexico)
Certified by the American Translators Association in English-Spanish Translation since 1987 (ATA Member Number 2633, Certificate No. 5276)

Employment

3/75 to 2/76	Structures Calculator, INDECO (Government Housing Program)
3/76 to 6/76	Assessment Agent, Engineering Section, Panamericana de Avalúos
3/77 to 2/81	Free-lance Translator
2/81 to 6/90	Specialist, Publications Department, Kodak Mexicana, S.A. de C.V.
7/90 to date	Free-lance Translator/Editor Translation and production of technical publications, such as user, service and training manuals, Material Safety Data Sheets (MSDS), advertising and marketing materials, contracts and legal documents, documents related to Education, specially for school and students in California, as well as video, audiovisual and DVD presentations. Desktop publishing. Consecutive Interpretation for Sales and Technical Training Courses, Executive Meetings, Contract Negotiations, etc. In-Country Reviewer for DVD, software and websites localization projects.

Computer skills

Microsoft Office 365 (Macintosh)
QuarkXpress (Macintosh)
Adobe Creative Suite 5 (Macintosh)
InDesign
Wordfast
SDL Trados Studio 2021

Professional Associations

American Translators Association (ATA)
ATA Spanish Division

Published works

Reflexiones sobre conductismo y sociedad, ISBN 968-24-1096-7, B.F. Skinner, Editorial Trillas, 1981 (Original Title in English: *Reflections on Behaviorism and Society*, Century Psychology Series, Prentice Hall)

Construcción de losas y pisos de concreto (ACI 302 IR-80), ISBN 968-18-2984-0, Instituto Mexicano del Cemento y del Concreto, 1981 (Original Title in English: *Guide for Concrete and Slab Construction*, American Concrete Institute)

Articles in *IMCYC Magazine*, Instituto Mexicano del Cemento y del Concreto (Mexican Institute of Cement and Concrete) [1981]

Articles in *Selecciones del Reader's Digest Magazine*, Mexico (1983-84) [Mexican Edition]

Interests

Music, computers, reading, photography, cinema, bowling, squash, science and technology