**Maria de la Peña**

Address: Pasig City, Philippines

Nationality: Filipino

Languages: Filipino/Tagalog, Cebuano, and English

Years of Experience: 6 years

Per word rate: USD$ 0.05

Availability: Sunday-Saturday, 5 hours per day

Contact Number: +639997604369

Email Address: mariaforwork@hotmail.com

Skype: mariaforwork101

**OBJECTIVE**

A native Tagalog and Cebuano speaker and educator from the Philippines wants to apply as a translator. I have been working as freelance English to Tagalog / Filipino translator for almost five years specializing in Finance, Education, Travel, Tourism, Marketing / Market Research, Journalism, and General Translations. My translations are very smooth and readable and I respond quickly to translation requests. I'm experienced in using CAT Tools such as Trados, Transit and Wordfast.

**LATEST TRANSLATION PROJECTS**

1. History of Korea (to be used for a series of videos for Open University)

70,000+ words

English to Tagalog

LioNKorea

Ms. Jiwon Lee

jw.lee@lion-korea.com

January 2017

1. Lynchburg City Schools Parental Rights (Editing) and Lynchburg City Schools Project (Translation

14,000+ words; 10,000+ words

TransGlobal Inc.

Ms. Jessica Cottrell

jessica.cottrell@transglobalinc.com

October 2016 and March 2017

1. English-Tagalog Localization

10,000+ words

Bitext Spain

February 2017- present

Ms. Maria Santabalbina

mrsantabalbina@bitext.com

**WORK EXPERIENCE**

Freelance English to Tagalog Translator and Subtitler

**2014- present**

* Translated, edited and proofread several translation projects in collaboration with other translators (translated directly in the website).
* Localization of product, technical and support content.

English Curriculum Writer/Editor

International Language School Manila

**2012- present**

* Creating lessons and activities for international students (Koreans and Chinese).
* Primary written communications expert, researching, proposing, and championing new and better content and ways of communicating messages and brand value.
* Managed the writing/editing, production and delivery of creative copy: web content, brochures, direct mail, sell sheets, sales proposals, invitations, editorial, and correspondence.
* Ensured consistency of message in all communication.
* Accountable for planning and managing the execution of both in-house and outsourced marketing communication projects.
* Worked with Manager, Art direction to generate concepts and ensure copy and format are consistent.
* Participated in strategic planning activities.
* Other marketing-related duties as required.

**Booking.com** **English-Tagalog Translator/Writer/Proofreader** **2011- 2012**

* English to Tagalog/Filipino translator of hotel descriptions for the Booking.com website.
* Translated directly with the help of translation memory and glossary.
* Minimum of 10,000 words (source language) per week translated.
* Flagged major grammatical or orthographical mistakes in the English source text.

**EDUCATION**

* Bachelor of Arts in English from Far Eastern University from June 2007 to May 2011