



RACHEL E. MIRANDA

English or Spanish Translator
Data Entry Specialist &
Transcriptionist, Subtitler

Telegram User Name: @RachelMiranda3

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Calle la fuente #18
Barrio Enriquillo de Herrera
Santo Domingo Oeste,
Dominican Republic 11002

EDUCATION

North Shore Señor High School
High School Diploma in English
HOUSTON, TX
2004 - 2007

Emma Balaguer de Vallego
High School Diploma in Spanish
Santo Domingo, Dominican Republic
2007 - 2010

EXPERTISE

Translation (English & Spanish)

Data Entry (copy & paste work)

Transcriber (Audio/Video)

Subtitler (English & Spanish)

MICROSOFT WORD

PDF Editor (File Converter)

MICROSOFT EXCEL

LANGUAGE

English (Bilingual)

Spanish (Bilingual)

ABOUT ME

Emerging bilingual translator in English and Spanish, adept at data entry and transcription since high school. Demonstrates a typing speed of 38-45 words per minute. Eager to apply linguistic skills and meticulous attention to detail to excel in the translation field. Committed to continuous learning and delivering accurate, high-quality work. Motivated to build a long-term career in the translation field, I am eager to contribute my linguistic expertise, attention to detail, and commitment to excellence. Open to opportunities for professional growth and excited to embrace new challenges in the dynamic world of language services. Actively engaged in ongoing language studies and professional development opportunities to stay abreast of industry trends and enhance language proficiency.

EXPERIENCE

● Translation Experience: In my spare time, I engage in translating books, magazine articles, and various texts between English and Spanish. This practical application, coupled with academic studies, has honed my skills in both languages. I've successfully completed translation projects for potential clients, utilizing their work as a platform to enhance my proficiency further.

● November 9 2022

Ratatype.Com

Certified Touch Typing certificate

On the raratype online web page I completed an English QWERTY layout that certified that I have a typing speed of 43 words per minute with an accuracy of 97.3% that you can look up on https://www.ratatype.com/en/u5419660/certificate/en_sp/

July 6, 2022

www.upwork.com

Personal my upwork profile page

On the upwork online web page platform I'm currently working on this platform as of to current date were you can look up my profile if you are a member of the upwork platform using this upwork profile URL

<http://www.upwork.com/users/~01ddea8a3eb2cc71a0>

REFERENCE

LinkedIn Profile page

○ <https://www.linkedin.com/in/rachelmiranda3>

EF SET Standard English Test Certificate

www.efset.org/cert/CqTgq7

Translation for progress volunteer website

My personal Translation Website with samples & pay rate

<http://rachelmiranda3.journoportfolio.com>

My TranslatorCafe profile page

<http://samerrakraft.translatorscfe.com/>