

FIELDS

Legal, psychology, computer sector, IT, business, literary, telecommunications, engineering, petrochemistry, automotive industry, quality assurance, polymers, website translations.

EXPERIENCE

- More than five years experience translating in the above fields.
- Two Native Spanish and English translators collaborating.
- Extremely reliable, high quality, timely translations.
- Work extremely well under pressure. High output: up to 10,000 words per day.
- Computer Experience – Turbo Pascal, Basic, Visual Basic, HTML authoring, Microsoft Word, Excel, PowerPoint, Adobe Acrobat, Adobe Illustrator, Adobe Photoshop, AutoCAD, Dreamweaver, Adobe Audition 2.0, PageMaker, SDL Trados, Wordfast, Internet applications, Microsoft Windows, Macintosh OS, Linux OS, UNIX, and others.

Marcel Ventosa

EDUCATION

2003 - 2004	Universidad Anahuac (Scholarship) Bachelor of Science in Psychology – 3 semesters.	Mexico City, Mexico
1997 - 2001	University of Notre Dame Bachelor of Arts and Letters in English Literature.	Notre Dame, IN
	Greengates School International Baccalaureate Diploma, 1997. Mexican UNAM High School Certificate, 1997. International General Certificate of Secondary Education Diploma, 1995.	Mexico City, Mexico

OTHER RELEVANT COURSES

Accounting, Finance, Marketing, Management, Statistics, Economics, File Processing Languages, Business Law.

TRANSLATION - AREAS OF EXPERTISE

Legal – Experience translating international arbitration, legal contracts, technical documents to support litigation efforts, confidentiality agreements, collective bargaining unit agreements, etc.

Psychology – Experience translating psychology related documents.

Literature – Novels, articles, short stories, poetry, etc.

Computer and IT related – Broad experience translating computer and IT related documents, training manuals, etc.

Juan Ventosa

EDUCATION

1990 - 1991	Instituto Tecnológico de Monterrey Post-Graduate Studies in Statistics and Quality Assurance.	Mexico City, Mexico
1972 - 1976	Universidad Nacional Autónoma de México Bachelor of Science in Chemical Engineering.	Mexico City, Mexico

RELEVANT WORK EXPERIENCE

- Twenty-five years experience in the Automotive industry working in technical and administrative positions. First hand experience with all areas of manufacture, product development, accounting, finance.
 - Specific experience in polymer development, rubber and plastic industries, metal stamping industry.
 - Five years experience in mergers and acquisitions, business plan development, financial analysis.
 - Experience in international trade and product representation.
- ✓ All of the above experience has taken place in bilingual environments, leading to expert knowledge in both Spanish and English translation experience in those fields.

TRANSLATION - AREAS OF EXPERTISE

Business and Finance – Experience translating all kinds of business and finance documents and presentations.

Engineering – Broad experience translating technical documents, drawings, journals, etc., in a broad sense and in a more specific sense relating to chemical engineering, polymers, petrochemicals, mechanical engineering and electrical engineering.

Quality Assurance – Experience translating quality assurance documents and procedures, as well as norms and specifications (DIN, ASTM, etc.)

International Trade – Experience understanding and translating documents relating to all areas of international trade.

Telecommunications – Experience consulting for a telecommunications company with radio, television and wireless ISP business units.