**Daniel Mitrica**

**Email:** Mitrica.daniel@ymail.com

**Phone:** + 40 747 229 111

**Skype:** Daniel Mitrica

**Location:** Bucharest, Romania

**Skills**

Translation, Transcreation, Transcription, Open & Closed Captioning, Subtitling, Proofreading, QC, Project Management, Market Research, Content Writing, Content Editing, Consulting and Teaching

Translation, Content Editing and Content Development

Jan 2019 - Jun 2023 | at Airbus

Translator & Content Editor

-> Translating and Writing posts and marketing content to promote the company's products and services for the following language pairs: EN/ES/IT/<>RO, RO/ES/IT/FR<>EN

-> Proofreading, re-structuring and editing articles wrote by content writers

-> Updating the materials with new content

Jan 2018 - Jul 2019 | at RND Software

Translator and Content Writer

-> Developing and Producing new web based and print content.

-> Producing various types of content for the client on a contract basis.

-> Creating strategic ideas for online marketing initiatives

-> Researching software specifications to create specific content

-> Writing clear manuals and user guide to promote and describe the product

-> Preparing well-structured drafts using Content Management Systems

-> Developing content to demonstrate organization’s impact on industry.

-> Draft and edit assigned editorials, talking points and press releases.

-> Create and post timely content on organization’s website.

-> Maintain clips process and determine efficiency and effectiveness methods.

-> Coordinate with PM to create content and style guidelines.

-> Develop compelling content for various languages, markets, platforms and

learners.

Jan 2018 - Dec 2018 | at Continental

Translator & Creative Content Writer

-> conducting thorough research on industry-related topics

-> generating ideas for new content types

-> proofreading articles before publication

Jan 2017 - Jul 2019 | at Lionbridge

EN-RO/ES-RO/IT-RO/FR-RO/ES-EN/IT-EN Translator&QC

->Reading material and researching industry-specific terminology

->Converting text and audio recordings in one language to one or more others

->Ensuring translated texts conveys original meaning and tone

May 2016 - Sep 2017 | at Netflix

Subtitler

-> Generating subtitles for DVD, Blu-ray and online use

-> Creating and modifying subtitles using specific closed captioning and subtitling

program

-> Performing QC of subtitles

-> Other specific duties as assigned

Jan 2015 - May 2017 | at IYUNO MG

Subtitler & QC

-> Subtitling the transcribed audio version of the audio-visual material which

needs subtitles to be displayed on a visual medium.

-> Localizing the english content to other languages speaking audiences.

-> Ability to work with aggressive deadlines

-> Familiarity with Aegisub and DaVinci subtitle format

Jan 2014 - May 2015 | at Transn IOL PTE LTD

EN/ES/IT/FR/DE-RO Translator

-> Translating specific content with respect terminology.

-> Support to translate technical for both external and internal customers.

-> Maintaining strict confidentiality according to the company's policies.

-> Performing sight translations through target language into English.

-> Preparing technical and non-technical translations from source language into

target language.

**Certificates**

**Education**

Jan 2015 - May 2017 | at Transn IOL PTE LTD

EN/ES/IT/FR/DE-RO Translator

-> Translating specific content with respect terminology.

-> Support to translate technical for both external and internal customers.

-> Maintaining strict confidentiality according to the company's policies.

-> Performing sight translations through target language into English.

-> Preparing technical and non-technical translations from source language into

target language.

Sep 2005 - Jun 2009

Romanian-American University of Bucharest

International Relations

2015

Instructional Designer Diploma

Instructional Designer is an education professional whose job is to identify the

performance, skills, knowledge, information and attitude gaps of a targeted

audience and create, select and/or suggest learning experiences to fill this gap.

**Languages**

Romanian - *Native*

English - *Fluent*

Spanish - *Fluent*

German - *Intermediate*

French - *Intermediate*

Italian - *Intermediate*