**CURRICULUM VITAE**



**Full Name**: Arlen Herrera Rodríguez

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**Nationality**: Cuban

I am a professional linguist based in Havana City, Cuba with more than 10 years of experience. I have a degree in Translation and Interpretation, Master Degree in Translations Studies from the University of Havana from 2010 and a Master Degree by Research in Literary Translation from The University of Nottingham in the UK from 2013.

I have been working since 2005 for the University of Havana in Cuba where I have completed several projects of academic, legal and human resources type with pre-defined quality standards.

For the last 7 years I have been also working as a freelance translator for direct clients from Cuba, The United States, Spain and The UK completing successfully over 300 translation projects as well as revisions, MT post-editing and proofreading tasks. This experience is added value for the services I offer to my clients.

**Daily Output:** 500-1000 **source word per day.**

**I am available from Monday to Friday and weekends as well.**

**Rate per source word for translation projects ranges between 0.05-0.09 USD depending on subject, extension and turnaround.**

**Rate per source word for proofreading projects: up to 1,000 words- $50 USD (proofreading, improvement to diction, sentence structure, flow and clarity, texts that require minor editing)**

**My main areas of specialization are**

* Literary Translation
* Education (E-learning, Records, Reports, Letters, Academic content, etc.)
* Human Resources
* Manufacturing and Construction
* Work Safety Manuals and Handbooks
* Scientific and Technical Translation (Machine Operation, Tool Usage Guides, Training Guides and Brochures, etc.)
* Information Technology
* Tourism and Travel (Travel Packages, Catalogues, Brochures, Travel Guides, etc.)
* Real Estate and Housing Information
* Business (General, Contracts, etc.)
* Finances and Banking
* Web Content
* Filmography
* Marketing Content and Research
* General Translation

**Main Language Pairs**: English>Spanish, French>Spanish, Portuguese>Spanish

**Native Language**: Spanish Language

**Paying Method**: Money Bank Transfer

**ACADEMIC QUALIFICATIONS**

* BA in English Language and Literature & French Language as a Second Foreign Language. School of Foreign Languages. University of Havana. Cuba. 2005
* B2 Level Portuguese as a Third Foreign Language. School of Foreign Languages. University of Havana. Cuba. 2005
* Master Degree in Translation Studies. University of Havana. Cuba, 2010
* Master Degree by Research. Literary Translation. University of Nottingham. UK, 2013

**AFFILIATIONS**

Asociación Cubana de Traductores e Intérpretes (ACTI) since 2011

Federación Internacional de Traductores (FIT) since 2011

**Samples of some of the previous projects completed.**

* 2013- Havana and the sites of gender (Cuban Cinema and Gender) Conference Paper +2900 words. Direct Client. Aberystwyth University. Wales. UK
* 2015- Cuban Filmography. Essays. + 10000 words. Direct Client. Aberystwyth University. Wales
* 2015- The Resistance to Change from United States Generally Accepted Accounting Principles (GAAP) to International Financial Reporting Standards (IFRS). Doctoral Book Research. + 3500 words. Direct Client
* 2016- Housing Choice Voucher Program. Landlord Briefing Book and Participant Briefing Book and Documents. + 25000 words .Tur Professional Solutions Translation Company.
* 2017- Safety First. Safety Norms and Procedures. + 1000 words. Tur Professional Solutions Translation Company.
* 2017- Wood Species, Accents and Colors. Cooperative Practice. + 1000 words. Tur Professional Solutions Translation Company. 2017- Solid Wastes Training and Hand and Portable Tool Trainers.
* 2017- Elkay - JSA #167 Flat Line Primers & W.W. Sander 7 other docs on production line machinery operations manual. Tur Professional Solutions Translation Company.
* 2017- Cuban Food Market Research Study. + 7000 words. Direct Client. TOSTONET. Cuba
* 2018- Elkay - WI MW FL 7.5 018 Sandpaper Squeege Flatline Operations Manual WI (4), 7-31-18. Tur Professional Solutions Translation Company.
* 2018- Elkay - Sanding tools Usage guidlines-1. Tur Professional Solutions Translation Company.
* 2018- Elkay – Daily Start Up Flat Line OSW. Tur Professional Solutions Translation Company 15 other similar documents. (Available upon request)
* 2019- acpi SOCIAL MEDIA GUIDELINES AND POLICY. Tur Professional Solutions Translation Company. + 1300 words
* 2019- ACPI - Harassment Policy. Tur Professional Solutions Translation Company. + 1300 words
* 2019- Teneo Translations UK 3 other projects.
* Over 100 projects completed for Skedio Travel Agency on Travel and Tourism since January 2018 until present time. (Website content, Terms and Conditions, plain text format, php format, travel packages, lodgment description, etc.)

(Samples can be sent upon request)

***My previous clients can provide you with references upon request****.*