

Cecilia Andrea Candan

CONTACT

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Calamuchita, Cordoba, Argentina

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WORK EXPERIENCE

Freelance

Dec 1993 - Present

Translator English-Spanish

- Translate written material from English into Spanish related to different fields (Technical, Media, Medical/Pharmaceutical, Education, Tourism, Social Sciences).
- Transcribe and translate phonecalls.
- Edit and revise translated material.

Instituto Los Tabaquillos, La Cumbrecita, Cordoba, Argentina

Mar 2003 - Present

High School English Teacher

- Prepare comprehensive English curriculum for multiple classes.
- Prepared and implemented lesson plans covering required course topics.
- Supported student skill development

Flowtite Argentina

Mar 1995 - Nov 2002

Bilingual Assistant

- Translated technical documents. Acted as interpreter.
- Assisted management with activities.
- Used software to prepare documents, reports, and presentations.
- Answered phone calls, emails, and other correspondence.

QUALIFICATIONS

Translator Without Borders - Certified Translator

Microsoft Office

CAT Tools - MemoQ MateCat

Always willing to learn

EDUCATION

Public Translator of English

Apr 1988 - Dec 1993

Facultad de Lenguas, Universidad Nacional de Cordoba

REFERENCES

Upon request