**Cecilia Tran**

**Native language:** Spanish

**Language pairs:** English <> Spanish | Spanish<> English

**Education**

2005. Literary, Scientific and Technical English Translator. Instituto Superior de Profesorado Nº 8 “Almirante Guillermo Brown”, Santa Fe.

2007. Diploma in Spanish to English Translation. Chartered Institute of Linguistic – Collage of North West London.

2010. Legal Translation Diploma. City Universtiy London.

**Specialization**

* **Business, Accounting, Finance, Economy:** (consolidated) financial statements, auditor’s reports, investment funds, shares and stock markets, etc.
* **Medical/Pharmaceutical:** protocols, investigator’s brochures
* **Marketing**
* **Legal:** contracts, tax law, patents, trademarks, copyright.
* **Personal documents**
* **General**

**Software**

* Microsoft Office Pro: Word, Excel and PowerPoint
* Adobe Acrobat
* Idiom
* SDL Trados Studio
* SDLX
* Wordfast
* Adobe Photoshop
* Adobe Illustrator

**Courses and Seminars**

* Spanish Language Update Seminar for Translators and Proofreaders.Held by Prof. Alicia Zorrilla and Prof. Alejandro Parini.
* Workshop on Inverse Legal Translation. Held by Professor Ricardo Chiesa.
* Course on SDL Trados. School of Philosophy and Literature, Pontificia Universidad Católica Argentina.
* Introduction to Contracts and Agreements, Held by ST Matilde L. Fabrello.

**Work Experience**

2011 - Present. Freelance Translator for Arcadia Translation.

2011 - Present. Freelance Translator for In Good Spanish.

March - November 2011. Property Market Intelligence, translation daily newsbriefs summarising the top property market news in Asia.

2010 - Present. Translation of Legal Documents / Instruments and Accounting / Business documents: contracts; powers of attorney; by laws; calls for bids; deeds in general; financial statements; bills of lading; certificates of origin and other documents related to Foreign Trade activities; court notices and letters rogatory; writs in general .

August - October 2010. Interviews for a market research survey on YouTube users in Brazil.

October 2009. Translator for the Department of Publications of the Law School of the University of Buenos Aires.

September 2009 - Present. Freelance Translator for the Spanish Translation Agency Profecom.

2009 - Present. Freelance Translator for Training Program, mainly Investigator’s Brochures, protocols, and pharmaceutical research**.**

2009 - Present. Translation of Personal Documents: birth certificates; marriage certificates; death certificates; ID cards; passports; pólice clearance certificates; transcripts; university or school degrees and syllabi.

2009 - Present. Freelance Translator.