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 **Gabriela Martínez Barquera**

Xochicalco 523, Letrán Valle,

México, DF, 03600

044 5533348248

55 75 86 37

gaalmb@yahoo.co.uk

**OBJECTIVE**

To give Translation Services in a free-lance basis working for Companies, Agencies or International Organizations.

**EDUCATION**

1977-1989: Colegio Simón Bolívar, Av. Río Mixcoac

 PRIMARY

 SECONDARY

 PREPARATORY

1990- 1993: Centro de Estudios en Ciencias de laComunicación,

 Marketing

1994-1998: Instituto Anglo Mexicano de Cultura, México

 English Studies, Up to Higher Advanced levels

1998-2001: Centro de Estudios en Lingüística Aplicada

 Traducción e Interpretación (general, científica, literaria)

 Terminología (medica, legal, económico-administrativa)

 2000: Instituto Anglo Mexicano de Cultura, México

 Teacher Diploma Course

 2000: I.T. Skills Diploma Course, Word, Power Point, Excel, Access, Web Pages

 **EDUCATION IN ENGLAND UK**

 2003-2004: Eurocentres School, England UK

General English Language Advanced Diploma

 2004-2005: Management Language Specialists MLS College, U.K.

Business and Computing Diploma

 2005-2007: Bournemouth College, UK

 Translation Studies and Pittman qualifications for Writing Communications

 2006-2007: Westover College, Bournemouth, U.K.

 London Chamber of Commerce speaking Diplomas

 **EMPLOYMENT IN MEXICO AND UK**

**March, 2008- now:** Bilingual Coordinator and Assistant, Business English Teacher, Free Lance Translator

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 Bizsol Idiomas, Av. Revolución 279-303 C.P. 11870 México, DF, **TEL.** 36261379

 Universidad del desarrollo Empresarial y Pedagógico, Miguel Laurent 719 Col. Del Valle México, DF TEL. 56.88.35.12

And

 **August 2004, - December 2007:** Bilingual Receptionist and Customer Care at an International Institute and Retailer Company

1. Westover College, 24 Westover Road, Bournemouth, Dorset, BH1 2BZ, UK Tel: (044) 01202-294054

 2. Rail Gourmet Ltd, Upside Approach, Bournemouth Railway Station, Bournemouth, Dorset, BH8 8HX, UK Tel :( +44) 02079226690

**Aug, 2003- July, 2004:** Foreign Staff Coordinator

 Quality Inn Hotel 47 Gervis Rd, East Cliff, BH1 3DD Bournemouth UK

 **Jan, 1999- Aug, 2002:** English Teacher for different levels and (in home) Translator

 The Anglo American School, Vito Alessio Robles 233, Col Florida, México D.F., TEL: 56 59 21 48

 Villa de Cortes Instituto, Secundaria y Preparatoria, Plutarco Elías Calles 1136, México, DF. TEL: 55 90 64 28, 55 79 15 41

The Anglo Mexican, Paris No. 36               Col del Carmen Coyoacán                C.P. 04100    Delegación Coyoacán

Harmon Hall, Av Eugenia #1606, Colonia Narvarte D.F., Teléfono: 55.23.23.59.

**Jan, 1997- Dec, 2000** Sales Assistant and Promoter

Creative Ideas (Publicity Agency) México, City

**Feb, 1993- Nov, 1996** Promoter of new products in big chain supermarkets

McCann Erickson, Av. Paseo de la Reforma No. 2620, Piso 16, México, DF. TEL: 55/5 351-8500...

 **Jan, 1990- Dec, 1992**Sales assistant

Sexy Jeans, Centro Coyoacan México, City

  **ADDITIONAL INFORMATION**

 **Computer Skills:** European Driver Licence in Computers, (Word, Outlook Excel, Power Point, Access) and Software as terminology bank purposes, Trados, Word Fast

**Languages:** Spanish: mother tongue, English: 100%, French: 40%

**Hobbies:** Travelling, reading, studying, going out, watching movies, sports

* I have also worked in Translations as a Free Lance

 **REFERENCES**

Verónica de la Torre, (Lawyer), Miguel Laurent 1712, México, D.F. TEL:5243-3145

Fabian Ortiz, (English Teacher), Av. Revolución 279-303, C.P. 11870 México, DF, TEL**.** 36261379

Juan Olayo, (Accountant), Álvaro Obregón, Roma, México. D.F. TEL. O44 5510-123122