

# Leslie Clemente Rodriguez

Translator

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## AREAS OF EXPERTISE

*Translating legal documents*

*Interpreting*

*Spanish and English languages*

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## PERSONAL SKILLS

*Well organised*

*Friendly*

*Detail orientated*

*Owner of a small translation  
business*

## PERSONAL DETAILS

Fuentes Seccion Lomas  
Reynosa, Tamps, Mexico

+52 (899) 9368845  
[leslie.clemente@hotmail.com](mailto:leslie.clemente@hotmail.com)

DOB: 03/04/1996  
Age: 20  
Nationality: Mexican

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## PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges..  
Would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression

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## WORK EXPERIENCE

*Interpreting Company - Eaton*

Working freelance providing a translation and interpretation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible

### Duties:

- Translation of documents/letters from Spanish to English & vice versa.

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## KEY SKILLS & COMPETENCIES

- Able to fluently speak English and Spanish.
- Excellent communication and social skills.
- Available on request