**CURRICULUM VITAE**

**NAME:** Susanne Maria Franz Wagner de Passarelli

**MARITAL STATUS:** Married

**NATIONALITY:** Guatemalan

**DATE OF BIRTH:** October 5th. 1969

**CEL PHONE NUMBER:** 5188-0039

**SPOKEN LANGUAGES:** Spanish, English, German

**LANGUAGES ABLE TO TRANSLATE:** Spanish and English

**LICENSE NUMBER:** 401-11-04

**WORKING EXPERIENCE:**

1988 – 1990 Reservation and ticketing agent, airport agent and customer service agent for Eastern Airlines.

1990 – 1996 Reservations and ticketing agent for American Airlines.

1991 Fare, ticketing and exchange training taken place in Dallas, Texas given by American Airlines, lasting three months.

2003 up to date Experience as Sworn and Legal Translator in finances and judicial documents.

* Contracts
* Appointments
* Import and export documents
* Power of Attorney
* Civil Law
* Commercial Law
* Adoptions
* Will
* Sworn translations
* Manuals
* Various documents

2009 – Up to date Travel Advisor for Tivoli Travel Planet, travel agency.

**STUDIES:**

1974 – 1987 Middle and High school at American School of Guatemala, graduated equivalent to high school diploma

1987 – 1988 Intensive course of German at the Goethe Institute, Schwäbish Hall, Germany.

2003 – 2004 Private Intensive translation courses in Spanish-English.

Experience and knowledge in legal, production, administration, financial and general text, as well as computer manuals

* Contracts
* Appointments
* Import and export documents
* Power of attorney
* Civil law
* Labor law
* Business law
* Adoptions

Grateful