

FREELANCE ENGLISH > SPANISH TRANSLATOR

Raquel MARTIN VARA

1, Traverse Martelly – Antibes – FRANCIA

Telephone: **0782 89 96 44**

Email: raquel.martin.vara@gmail.com



PROFESSIONAL PROFILE:

I have worked for more than fifteen years working for the Accounting Service of a well-known company in Madrid, whose main stockholder is based in the United States. First, managing a team of ten persons in the Customer Accounting Service and, afterwards, as Controller in the Budgeting Department.

I have exceptional organizational qualities as well as great rigour and accuracy in my work. My relationship qualities have allowed me to have very good relations with my colleagues and superiors.

SKILLS

I can speak three languages: English, French and Spanish. (Spanish as my mother tongue and native language)

As an English translator I can contribute with the experience of more than fifteen years in English reporting and communication. That experience said has been acquired working for the Accounting Service of a well-known company in Madrid, which his main stockholder was based in the United States. <you already mentioned this above>

I have many certificates that guarantee my expertise in this language, both in colloquial and business English. I have mastered English while living and working in Spain and the United Kingdom, where I have lived for two years. As well, I have several trainings that I have taken over my professional life. <what are they?>

ACADEMIC TRAINING

To be able to carry out my work as an English translator, I have the following certificates:

- Higher English Certificate (5 years) for The Official Language School in Spain
- First Certificate – Cambridge University
- B.E.C 2 (Business English Certificate Advanced) - Cambridge University
- Stay for more than two years in the United Kingdom
- Presentations of Accounting documentation for more than ten years

UNIVERSITY STUDIES

Qualified in Economic and Business Studies at the University of Valladolid (Spain). Specialization in Budget Accounting, Audit Accounts and Commercial <why are the previous with capital letter? Not correct grammatically> English.

COMPUTERS

Use of several accounting computer programs (Navision Financials, Essbase, Business Objects, Cartessis, and Treasury, Billing and Contracts Validation.

Use of Microsoft Office packet (Word, Excel, Power Point...).

High performance in Internet user level.