

Margarita Pavón - Mestras

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Nationality: Spanish

EDUCATION

TRANSLATION SPECIALIST

UNED University (Madrid, Spain, 2007).

MASTER IN OPERATIONS MANAGEMENT

Instituto de Empresa (Madrid, Spain, 2000).

MINING ENGINEER

Field: Geology and Geophysics. *E.T.S.I. de Minas, Universidad Politécnica de Madrid (Spain, 1995).*

WORK HISTORY

EXPERIENCE AS A TRANSLATOR:

- Translations from **English, Dutch, French** and **Catalan** into **Spanish**:
 - ✍ Web sites: companies, leisure, tourism, e-business
 - ✍ Business texts: management, projects, sales, marketing, finance
 - ✍ Literary texts: videogames, children literature, scripts, movie-related texts
 - ✍ Technical texts: IT -hardware and software-, telecom, electronics, science, engineering
- Since July 2000: Full-time freelance translator.
Stages in companies for collaboration in projects:
 - ✍ *Translation Agencies* (Spain, Europe): project management, translation and localization (ongoing)
 - ✍ *eBay* (California, USA): Linguist Specialist (Spanish) (2004)
- From 1988 to 1995: Part-time freelance translator.
- Volunteer translator for diverse NGOs.

OTHER PROFESSIONAL EXPERIENCE IN COMPANIES:

Professional experience in diverse international companies, with management and technical responsibilities:

- 2000: *Dalkia Energía y Servicios (Vivendi Environnement Group)*
- From 1997 to 2000: *Schlumberger Oilfield Services*
- From 1995 to 1997: *Aurensa (Auxiliar de Recursos y Energía)*

Professional stages in USA, England, Italy, South Africa, Germany and France.

Attended diverse professional training on Project Management, People Management, and Sales.

LANGUAGES

English : Fluent. Graduated at Escuela Oficial de Idiomas (Madrid, Spain).

Dutch : Fluent in translation. Graduated at Escuela Oficial de Idiomas (Madrid, Spain).

"Certificaat Nederlands als Vreemde Taal" (Elementair - University of Leuven, Belgium).

French : Fluent. Graduated at Escuela Oficial de Idiomas (Madrid, Spain).

Catalan : Fluent. Graduated at Escuela Oficial de Idiomas (Madrid, Spain).

Other : Conversational **Italian**. Learner of **German**.

COMPUTER LITERACY

- CAT: **SDL TRADOS**, MultiTerm; MS LocStudio, MS Helium; Idiom WorldServer, XLIFF tools; Déjà Vu; Subtitle Workshop.
- Office tools: word processing, spreadsheets, databases, presentations (Microsoft, OpenOffice).
- Advanced Internet user: linguistic tools; knowledge on networks (Internet, intranets).