

KIMBERLY MARTINEZ

ENGLISH AND SPANISH TRANSLATOR



SCAN ME

PROFESSIONAL SUMMARY

Highly skilled and experienced Translator with a strong background in translating Special Education, Legal, and General Documents in English and Spanish. I help my clients convey a message with absolute clarity and precision, delivering high-quality translations with the correct message for the intended audience.

WORK EXPERIENCE

- Bright Translation
English and Spanish Translator
- Immigration Law Office of Los Angeles
Legal Administrative Assistant
- Universidad Simón Bolívar
Academic Assistant
- Universidad de Carabobo
Academic Assistant

PROFESSIONAL SKILLS

- Punctuality
- Reliable
- Cultural understanding
- Great communication
- Excellent writing capabilities
- Strong research
- Attention to detail
- Computer and CAT skills
- Excellent formatting skills

ACADEMIC BACKGROUND

- University of Colorado
Special Education Services in School
- Universidad de Carabobo
Bachelor's Degree in Biology
- Valencia Community College
English Language Arts
- Universidad de Carabobo
Modern Languages I and II


MEMBERSHIPS

- American Translators Association
- Northern California Translators Association

CAT TOOLS

- Trados Studio
- Memsource
- memoQ
- Adobe Pro DC

CONTACT ME!

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