



CARLA VERONICA SORDI

English<>Spanish Translator

Medical & Legal

PROFILE

Focused Translator with highly developed understanding of English/Spanish language and culture. Skilled in quickly and accurately translating written documents and audio recordings. Over 5 years of related expertise.

Dedicated and focused data entry and administrative assistant professional who excels at prioritizing, completing multiple task simultaneously and following through to achieve project goals.

CONTACT

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Argentina

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EDUCATION

Bachelor degree in Legal, Literary, Scientific and Technical Translation
at Higher Institute "Pago de los Arroyos" Rosario, Santa Fe, Argentina.
Mar. 2008 – May. 2013

PROFESSIONAL EXPERIENCE

English <> Spanish Freelance Translator

Aug. 2020 - present

Most experience in medical translation, legal and localization.

English <> Spanish Translator

Feb. 2018 - Aug. 2020

Translated documents of car insurance in Spanish and English.

Reviewed final works to spot and correct errors in punctuation, grammar and translation.

Data Entry – AM Regaleria

Sept. 2012 – Jan. 2018

Strong written and verbal communication skills.

Attention to detail.

Ability to work independently.

Computer and technical skills

Administrative skills

Customer service skills

SKILLS

Skilled interpreter and translator

Microsoft Office

Customer service

Data management

SDL Trados Studio 2021

MemoQ

Great ability to learn to use any translation-related software.