

# Adriana Martínez Madrid

## English to Spanish Translator

Privada de Grecia # 5 Colonia San Álvaro, México, D.F., CP 02090 MÉXICO

Phone: 52-55-5341-4998 ~ Mobile 5583 68 9303

email: [bolis5@yahoo.com](mailto:bolis5@yahoo.com) ~ [bolis5mx@gmail.com](mailto:bolis5mx@gmail.com)

Skype ID: bolita 41 PayPal [bolis5@yahoo.com](mailto:bolis5@yahoo.com)

### PROFESSIONAL OBJECTIVE

With more than 25 years' experience translating and editing, my professional objective is to facilitate and improve communications and understanding between Hispanic and native English speakers. Particularly in this age when so many conventions are changing and there is some kind of global uncertainty, I am proud to provide a clear and precise interpretation of any US text so the Spanish speaking people in the same country can better understand the message... with a strong hope that the uncertainty will pass.

My fields of expertise are Clinical trials, Health Care in general, Health Care plans and insurance. I am pretty confident with many other fields, including online education, websites translation, some marketing and surveys. My main skills include adaptation (also localization) of texts into Mexican and Puertorrican Spanish. I work well with proofreading and editing texts of many different subjects, including all the fields I usually work with and also some technical general editing or proofreading. If you need more detailed information I can provide it.

### EDUCATION

- 1981-1984: UNAM (Universidad Nacional Autónoma de México)  
Literature and Philosophy Division:  
Sixth Semester for B.A. in Hispanic Language and Literature
- 1979-1981: Instituto Anglo Mexicano de Cultura  
Complete course: English Language
- 1992-1993: Instituto Anglo Mexicano de Cultura  
Complete course: English Language
- 1996 and 1998  
From May  
to October Classroom writing and proofreading course, UNAM
- 2015  
From March  
to June "Corrección y Estilo en Español" by Universitat Autònoma de Barcelona, an online course via Coursera.org
- 2020 to 2022 Four online courses by several experts, including Pablo Mugüerza about Medical translation, Medical terminology and Legal translation

### RELEVANT SKILLS AND CERTIFICATION

Skilled with **Microsoft Word**. Expert-level use of **Trados 2007**, **Studio 2019**, **Studio 2021**. Skilled with **memoQ** and **Memsourc (currently Phrase)**, also with some other translation platforms such as **XTM**. I am able to quickly learn about any new tools thanks to my vast experience with these.

Vast experience and accurate skills in **Internet-based research**, capable of producing high-yield results in minimal time when required.

Active participation at the **ProZ Kudoz** forum, with **Kudoz-Points** gained after helping other peers with their translations.

My personal profile at **ProZ**, <http://www.proz.com/profile/137448>, the most important site for translators around the world. I am a proud member of the **ProZ.com Certified PRO Network**. I have a **Level One certification from memoQ** and also have an **ATA certification number, 554028**.

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Verify at [www.ata.net](http://www.ata.net) or verify



Member of the  
ProZ.com  
Certified PRO Network

English to Spanish

## FREELANCE EXPERIENCE MAIN CLIENTS

<p><b>2007 to 2019:</b></p> <p><b>D&amp;M Language Services</b> Leonidas Yerovi 104 Of. 303, San Isidro – Lima, Perú <a href="http://www.dmlanguageservices.com">www.dmlanguageservices.com</a> Frances Preston, Production Manager</p> <p>Translation, proofreading, localization and update of very diverse documents, such as employee handbooks for many US companies, translation of surveys, charity brochures, medical documents, instructions for medical trials, legal documents, deposition transcripts, personal letters, legal agreements, various documents from state universities, questionnaires, technical manuals, education brochures, E-courses; for a high-end Danish consumer electronics company that designs and manufactures audio products, television sets, and telephones, I translated continuous projects for their Mexican audience and buyers; a number of articles from English to Mexican Spanish for an online and print magazine for Skidmore students web page; a big translation into Mexican Spanish for one of the world's leading producers and providers of entertainment and information website, among other materials. Translation of several files regarding the program from The Weill Institute at Carnegie Hall, Cultural Exchange: Mexico work in your school. (Educators from around the world to spend a week together enhancing their teaching practice to impact quality student learning and</p>	<p><b>2008 to 2021:</b></p> <p><b>Small World Language Services</b> <a href="http://www.smallworldlanguages.net">www.smallworldlanguages.net</a> Kimberlee Thorne-Harper <a href="mailto:kimthorneharper.linguist@gmail.com">kimthorneharper.linguist@gmail.com</a></p> <p>English to Spanish (Mexico and Puerto Rico) translation of legal agreements, financial PP presentations, personal letters, big museum brochure, e-learning courses for retailers, marketing and business documents, several contracts between American and Mexican companies, health care insurance files. Many documents for a mobile communications company for its use on their Website, a training course for employees, several letters from donors and recipients for an American organization for organ donors and recipients. Several APL files regarding their healthcare plans</p>
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	<p>cultural understanding, all inspired by musical explorations). Proofreading and localization of a Guide of proven strategies to retain students and prevent default for schools in New York. HESC. Translation of several English guide comic books for Spanish learning of American children</p>
<p><b>2009 to date:</b></p> <p><b>SmarTranSolutions S.R.L.</b> Calle Luis Felipe Villarán 346, Of. 201, San Isidro - Lima 27 - Perú Cintya Bellido, <a href="mailto:cintya.b@sts-agency.com">cintya.b@sts-agency.com</a> <a href="mailto:cinty_ric@hotmail.com">cinty_ric@hotmail.com</a></p> <p>English to general Spanish translation of banking and finance files, cosmetic brochures, various agreements, an extensive field handbook for agents from the civilian federal law enforcement agency uniquely responsible for investigating felony crime, preventing terrorism and protecting secrets for the Navy and Marine Corps, brochure for a New York school of health care professionals for Puerto Rican audiences. Technical translations from English to Mexican Spanish regarding tools and electric devices, continuous translation from English to Mexican Spanish for an American packaging company. Various proofreading and localization projects for Mexican, USA and Puerto Rican Spanish speaking audiences. Translation of the Be Red Cross Ready Leader guide. Translation, editing and/or localization of several contracts and agreements: Terms and Conditions, NDAs, Privacy Policy, Update of Regulations for diverse Web entities, including Fujitsu, IBM, Alarm-com, Kelly Services, MetLife, Costco, just to mention some of these. Editing and localization of a Declaration of Master Mortgage Terms and Covenants, Third Party Disclosure, Master Declaration: Notice of Deletion and Approved Budget files for a Florida's condominium. Extensive translation of training courses for the Puerto Rican employees at McNeil. Translation of various and continuous files for a global market leader in the field of kamados for their website, from 2016 to date. Translation of several children's storybooks. Translation of several technical articles into Mexican Spanish, some general legal files also into Mexican Spanish.</p>	<p><b>2011 to date:</b></p> <p><b>Spansource</b> SpanSource S.R.L   Santa Fe 1264, 1st Floor   Rosario S2000ATR   Argentina <a href="http://www.spansource.com">www.spansource.com</a></p> <p>Adaptation/revision for German to Puerto Rican Spanish of Mobile telephone from VW. Adaptation from English to Puerto Rican Spanish of Insulin diaries and other kind of brochures for Elli-Lilly. Editing of Online training courses for curses for pharmacists, and some editing and QA for two translations of an online Investigator Site Manual For Spirometry, to be used along with a Randomized Open-label Study. Some more adaptation and editing jobs from English to Puerto Rican Spanish of different topics.</p>
<p><b>2011 to 2022:</b></p> <p><b>SEPROTEC Multilingual Solutions</b> Las Rozas   Madrid <a href="http://www.seprotec.com">www.seprotec.com</a> Anna González, Project Manager Translation, localization, proofreading and/or editing of diverse documents for use in Puerto Rico and/or Mexico, including projects for Walmart, Honeywell, Sanofi Pasteur, HP, Genetec, amongst others.</p>	<p><b>2012 to 2023:</b></p> <p><b>Global Arena</b> 230 S. Broad Street, Suite 1605 Philadelphia, PA 19102 <a href="http://www.globalarena.com">www.globalarena.com</a></p> <p>Translation of website pages from diverse entities, including translation, editing and localization of touristic information from American government portals and from tourism offices websites on a state level. Editing and localization of mostly pharmaceutical files from Pfizer on a monthly basis. Editing and localization from various files for an employee's survey company. Editing and localization from diverse translated files for a Pharmaceutical company into Mexican Spanish, on a weekly basis.</p>
<p><b>2013 to date:</b></p> <p><b>Time Translations and Training</b> Montevideo 2080 3° -2000 Rosario, Argentina <a href="http://www.timeargentina.com">www.timeargentina.com</a> Proofreading and localization of newsletters from a</p>	<p><b>2015 to 2023:</b></p> <p><b>TNS opinion/KANTAR PUBLIC/Verian</b> Rue du Marais 49-53 1000 Brussels, Belgium <a href="http://www.kantar.com/public">www.kantar.com/public</a> Anna Zemblicka, Translation Coordinator,</p>

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	<p>Public Division Translation and/or editing/localization of general surveys (business, new products marketing) into Mexican and LatAm Spanish</p>
<p><b>2019 to date:</b></p> <p><b>Mars Translation – CCJK Technologies</b> Rm 504, SangTai Building, Lishan Rd Nanshan District, Shenzhen, Shenzhen 518000 China <a href="http://www.ccjk.com/">http://www.ccjk.com/</a> Tina Li   Resource Manager   CCJK CS   CCJK.com Email: <a href="mailto:tina.li@ccjk.com">tina.li@ccjk.com</a> Editing and/or proofreading of Privacy Notices, technical documents, internal surveys, marketing texts, public school system documents, devices use instructions, translation and localization of a software website for telecom networks; several proofreading jobs for monthly IEP from several Public Schools; healthcare files from several states administration; proofreading of e-commerce marketing translations into Mexican Spanish.</p>	<p><b>2020 to date:</b></p> <p><b>CONVERSIS Translation Experts</b> Bignell Park Barns, Chesterton, Bicester, Oxfordshire, OX26 1TD UK <a href="http://www.conversis.com">www.conversis.com</a></p> <p>Ongoing translation, localization and/or review of clinical trials documents, ICF, and diverse patient materials from several Pharmaceutical companies to be used in Mexico and Latin America. Also review of specialized clinical trial related documents, translation of a file for imaging clinical research services.</p>
<p><b>2021 to date:</b></p> <p><b>Lighthouse Translations</b> PO BOX 472 San Sebastian, Puerto Rico 00685 <a href="http://www.lighthouseonline.com">www.lighthouseonline.com</a> Robert Hernández, Project Manager Translation, proofreading or localization tasks for the agency's main government clients, into Mexican or Puertorrican Spanish.</p>	<p><b>2022 to date:</b></p> <p><b>Okodia GRUPO TRADUCTOR</b> Av. Roma 1 23, Apdo. 37007 Barcelona, 08011 Spain <a href="http://www.okodia.com">www.okodia.com</a> Sara Amezay Benyaya HR Team Updates, translation or localization tasks of different clinical and medical related materials, such as Informed Consent and Clinical Studies, Review of some specialized documents, such as Investigator's Brochures Continuing adaptation of commercial and marketing texts from an online company that sells sunglasses and accessories into Mexican Spanish, from 2022 to 2026. A very cool translation of haircare products, localized into Mexican Spanish.</p>

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<b>2022 to date:</b> <b>SEA Language Translation Services</b> 7/245, Shahdra Delhi, India 110032 India <a href="http://sealanguages.com/">http://sealanguages.com/</a> Max Chang, Project Manager Translation and proofreading of health care related files, brochures for patients such as information about illnesses and medications; a few specialized texts regarding particular medical conditions. Some IEP translations, into Mexican and USA Spanish. Different files with information regarding a state university and the services offered.	<b>2023 to date:</b> <b>re.trans/Atlantico Translations Lda.</b> Residence Cardeal 7400 Sal Dei Cabo Verde <a href="http://www.retrans.de/">http://www.retrans.de/</a> Igor Jovic, PM Manager Translation or localization and editing from English to Mexican Spanish of general and specialized surveys.
	<b>2023 to date:</b> <b>ORANGE TRANSLATIONS UK LTD</b> 1 Victoria Street, Bristol BS1 6AA, UK <a href="http://www.orangetranslations.com">www.orangetranslations.com</a> Claire Casis, Sydney Manahan, PM Managers Translation of several files from insurance benefits offered by financial entities to their employees. An amazing translation into Mexican Spanish for a British language training school website; localization for an employee survey into Puertorrican Spanish. Some brochures for a sponsor of the Gold Cup 2025. Translation and/or review of several menus for a fast-food restaurant chain.

### PREVIOUS JOB EXPERIENCE WORKING ON SITE

**1990-2000:**

#### **EDITORIAL MINA, S.A. DE C.V.**

Circuito Médicos 13, Cd. Satélite Naucalpan C.P. 53100 México D.F.

Tel. (55) 9114-3115 / 9114-3014

[www.minaeditores.com.mx](http://www.minaeditores.com.mx)

**Position:** Editorial Coordinator  
"Semanario de lo Insólito" Magazine  
(Circulation: 50,000 copies weekly)

**Direct Supervisor:** Mr. José Maria Flores Muñoz, General Director

#### **Duties:**

- Text Selections and Revisions
- Translations, Recreation and Corrections
- Proofs Revisions and Corrections
- Article Investigation and Development
- On-line Material Investigations
- Director's Assistant
- Liaison for English-Speaking Agencies Abroad