

Marta Díaz Guzmán

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Skills

- Extensive experience working with languages and in Translation and Interpreting.
- Time management, multitasking, and planning skills.
- Excellent interpersonal and teamwork skills.
- Responsibility, proactivity and ability to take initiative.
- Strong IT and CAT knowledge.
- Flexibility and willingness to learn.
- Native Spanish speaker, proficient in English. Upper intermediate Japanese.

Relevant experience

Various / Pro-bono and Freelance translation (JANUARY 2022 - PRESENT)

- Undertaking various translation and localisation tasks in the areas of video games, literature and comics, utilising various CAT tools.
- Editing and revising translated texts to ensure accuracy, cohesion, and coherence in all parts of a text.
- Meeting client and personal deadlines in a timely manner, managing multiple projects at once.
- Responding and dealing with clients and project managers in a professional manner, offering flexibility for their projects.

Leeds West Academy / MFL Assistant (SEPTEMBER 2023 - AUGUST 2024, LEEDS)

- Assisting in the preparation and delivery of lessons in the MFL department and supporting students' learning, as well as establishing productive working relationships with students.
- Weekly training on basic security procedures, safeguarding issues, and the Health & Safety and Equalities legislation.

University of Leeds / Teacher's assistant in Conference Interpreting and Translation Studies MA (SEPTEMBER 2024 - PRESENT, LEEDS)

- Creating, updating, teaching, assessing and coordinating modules at postgraduate level.
- Assisting in preparation and marking of summative assessments under the supervision of the module leader.
- Tutoring postgraduate students in Translation and Interpreting.
- Delivery of occasional formal lectures and/or seminars within my area of expertise (Spanish/English translation).

Education

University of Leeds / MA Professional Language and Intercultural Studies (Translation path) SEPTEMBER 2024 - DECEMBER 2026, LEEDS - Expected grade of First

University of Leeds / BA International Relations and Japanese SEPTEMBER 2019 - JULY 2023, LEEDS - Grade of 2:1