

## Doris C. Figuerola



Av. Paseo Parodi 450 – Dpto. 701  
Lima – Peru  
Phone: (+511) 422-2722  
[cfiguerolab@gmail.com](mailto:cfiguerolab@gmail.com)

A highly talented, dynamic, reliable, and impeccable translator with a proven ability to translate written documents and other materials from a source language to a target language.

- Proficient with MS Word, Excel, Power Point, Microsoft Outlook, and Internet tools
- Command in grammar, spelling, and punctuation rules
- Fast and efficient translation services, delivery on time
- Great attention to deal with excellent work ethic

I would like to work as a translator for a successful and ambitious company that offers great opportunities for career progression and development.

### EDUCATION

Superior Education: Business Administration, Framingham State College, 2007

Technological Education: Portuguese Language, Centro Brasileiro “Juscelino Kubitschek,” 2000

Marketing Directo, Instituto Peruano de Marketing (IPM), 1996

Executive Bilingual Secretariat, Cenecape “Secretariado Para Graduadas,” Madres Canadienses, 1991

Other Educational Courses: Foreign Trade and Customs, Continental Centros Academicos, 2009

Instituto de Idiomas Pontificia Universidad Catolica del Peru, Communicative Methodology in English I, II, III, and IV, 1994

Instituto de Idiomas Pontificia Universidad Catolica del Peru, Advanced Level – English as a Foreign Language, 1994

Primary and Secondary School: Colegio María Reina, 1987

## EXPERIENCE

**OK ESTUDANTE Property of Vermilion Group LTD**      November, 2011 - Present  
**TRANSPERFECT TRANSLATIONS**  
**LIONBRIDGE INTERNATIONAL**  
**TRANSLATED S.R.L.**  
**TRANSLATORS.COM**  
**WOLFESTONE TRANSLATION LTD.**  
**DAY TRANSLATIONS, INC.**  
**TRA EXPRESS INC. / XPRESSTRANSLATIONS.COM**

### Freelance Translator

**Translation Languages:** Spanish, English and Portuguese

**Primary Area of Work:** Specialised in: Legal, Business (trading documents, marketing researches, memos, finance, etc.), Health, Education, Life Sciences, Medicine, etc.

<b>Examples of Types of Documents Translated</b>			
<b>Legal</b>	<b>Education</b>	<b>Business</b>	<b>Others</b>
Affidavits Residence Proofs Criminal Records Lease of Properties Press Releases Certificates in General Birth, Marriage and Divorce Certificates Passports Articles of Association	Directorate of Education Curricula Diplomas and Certificates Transcripts / Academic Records Educational Reports Vocational Certificates Internship Certificates	Agreements General Meetings Marketing and Advertisement Memos Trading Documents Marketing Researches Finance	Medical Reports Intelligence Tests Mining Manufacturing Alternative Therapy Household Appliances Information Technology (IT) Cosmetology/Dermatology Environmentalism Labels for Medications Questionnaires Websites in General

## COMPUTER TECHNOLOGY

Windows 8.1, Wordfast 3.4.9, SmartCAT, Translation Workspace XLIFF Editor, PDF, Excel, Word and Power Point, MateCat, Trados 2011

## LINKED TO OTHER ASSOCIATIONS

Instituto de Altos Estudios en Traducción - IAET  
[www.iaetperu.org](http://www.iaetperu.org) / [www.iaetperu.wordpress.com](http://www.iaetperu.wordpress.com)

## ADDITIONAL INFORMATION

- Professional profile on <http://www.translatorscafe.com/cafe/member195351.htm>  
<http://www.proz.com/translator/1575686>
- **Rate per word Spanish-English-Portuguese: USD0.045 per word**
- Also reachable through Skype
- Paypal account at [catalonian08@gmail.com](mailto:catalonian08@gmail.com)
- Full availability: Monday to Friday, from 8am to 6pm (Lima Time, (GMT-5) and weekends

**Doris C. Figuerola**

**HOBBIES**

Reading, Handicrafts, Cooking, Languages and Traveling

**REFERENCES**

- Ms. Maike Tils, General Manager, OK Estudante, Property of Vermilion Group LTD,  
351-218-289-204  
Email: [m.tils@okestudante.org](mailto:m.tils@okestudante.org)
  
- Mr. Bruno Rebuffo, Graphics – Project Coordinator, Translators.com, 1-888-728-5023,  
954-589-0956  
Email: [bruno@translators.com](mailto:bruno@translators.com)
  
- Mr. Dilip Patil, President, Logicswap Solutions, Inc., 978-828-6059  
Email: [dpatil@logicswap.com](mailto:dpatil@logicswap.com) / [dpatil@rcn.com](mailto:dpatil@rcn.com)