**TRANSLATOR RESUME WORK EXPERIENCE**

**SPARK MAGAZINE, Middlebury, VT**

**Remote Translator**

**September 20XX–Present**

* Accurately review and transcribe 100+ audio and internet materials per year from Spanish to English, paying attention to detail and localization needs
* Translate complex Spanish texts containing colloquial or idiomatic Spanish expressions into English, ensuring cultural subtleties are maintained
* Evaluate work of 2­–8 other colleagues per month to ensure accuracy and quality of written work

**In DEPTH LTD, San Diego, CA**

**Translator and Executive Assistant to CEO**

**December 20XX–January 20XX**

* Traveled with company executives on 7 foreign trips and aided in simultaneous interpretation and translation from Spanish to English
* Trained 8 new hires with learning company-mandated translation standards and localization procedures
* Recognized as Employee of the Month 4 times