



YAMILA BTESH

Certified English-Spanish Translator

Registered member at the CTPCBA - Credential ID: 9438

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As a Certified English-Spanish Translator with several years of experience in the field, I bring a high level of expertise and professionalism to every project. I am passionate about helping individuals and businesses bridge the language gap. My dedication to continuous learning and improvement drives me to stay updated with the latest trends and techniques in the industry.

ACADEMIC BACKGROUND

Certified English-Spanish Translator

Universidad Argentina de la Empresa
2017 - 2020

Native-level English speaker (C2)

International House
2006 - 2017

Business Bachelor's degree

Yeshurun Torá High School
2012 - 2016

DIGITAL SKILLS

- Trados Studio
- Figma
- G Suite
- Software Project Management (Atlassian, Jira)
- Agile Methodologies - Scrum
- Microsoft Office
- BambooHR

SKILLS

- HIPAA
- Meeting strict deadlines
- Attention to detail

LANGUAGES

- SPANISH - NATIVE COMPETENCE
- ENGLISH - NATIVE COMPETENCE

PROFESIONAL EXPERIENCE

Project Manager

2023 - Present

The Language Doctors

In my role, I oversee a team of linguists, including translators and editors, ensuring timely and accurate delivery of all projects while maintaining their integrity. I collaborate closely with the team, providing clear instructions and addressing any inquiries or concerns promptly.

Customer Service

2023 - Present

ImaPolania

As a member of a company specializing in assisting individuals with European citizenship acquisition, I have gained extensive experience in effectively communicating with government offices in the Autonomous City of Buenos Aires.

My proficiency in English and Spanish allows me to provide comprehensive support to clients by meticulously evaluating their initial requirements, creating quotes, handling invoicing, and ensuring efficient payment processes.

Freelance Translator

2017 - Present

Yamila Traducciones

With extensive experience, I translate various materials, including legal documents, websites, and news articles, across diverse fields like economics, medicine, and law. My deep understanding of English and Spanish cultures ensures accurate and effective translations that connect with the target audience.

Translator

2022

EPAM Systems, Inc

I worked as a translator for a major US-based health care company's software development project.

Throughout my role, my responsibilities encompassed translating, editing, and proofreading a wide range of materials, ensuring the linguistic quality of all the content.

Business Developer

2022

Hazak

A key aspect of my responsibilities involved identifying and connecting with potential clients. Dedicated to building strong relationships and pursuing new opportunities to expand the company's client base.

English Teacher

2021 - 2022

Yeshurun Torá High School

I was fully committed to helping my students grow both socially and academically, and I put a lot of effort into making that happen.

I specialized in teaching economics, with a focus on exciting topics like investments, the stock market, and cryptocurrency.

Executive Assistant

2019 - 2022

Solé in Miami

As an Executive Assistant, I had a broad range of entrusted responsibilities. These involved efficiently managing incoming calls, engaging with clients, handling reservations, overseeing payments, and actively seeking feedback on their overall experience. My commitment to excellence contributed significantly to the correct functioning of the company.