



CAROLINA NIESZAWSKI

English<>Spanish Certified Translator | Editor | Proofreader | Language Reviewer
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Experience

Freelance Translator 2023 - Present

- Translate and proofread legal and financial documents, including birth and marriage certificates, service agreements, bylaws, bank statements, and intellectual property-related documents.
- Maintain terminology consistency across recurring projects through client-specific glossaries and translation memories.
- Perform bilingual QA review on every delivery.

Immigration Law Firm

Senior Immigration Specialist 2023 - Present

- Review and edit legal texts, including immigration petitions, legal briefs, letters, and cover letters, for accuracy, terminological consistency, and compliance with USCIS standards.
- Oversee documentation for U.S. immigration cases: family, employment, and naturalization. Conduct bilingual review and quality control on evidence translated from Spanish to English.

Tranlanguage

Translation Services Provider 2022 - 2023

- Translated personal documents (EN<>ES) for individual clients, including birth and marriage certificates, academic transcripts, diplomas, criminal record certificates, and ID documents.
- Worked within agency workflow: followed client-specific style guides and terminology, met assigned turnaround times, and delivered files in the requested formats for certified translation submission.

Blow Marketing Agency

Translation of marketing content for social media 2019 - 2021

- Translated marketing and social media content (EN-ES) for brand campaigns; adapted copy to local register and cultural context.

Education

University of Buenos Aires Buenos Aires, Argentina

Certified Translator EN<>ES 01/2014 - 12/2020

Martin Buber High School Buenos Aires, Argentina

Bilingual Secondary Education 01/2009 - 12/2013

Skills

HARD SKILLS: CAT tools • Legal and technical translation • Terminology management • Editing and revision - Crowdin

SOFT SKILLS: Strong attention to detail • Comply with deadlines • Clear communication with clients • Project management

Certifications

C1 Certificate — EF

English as a Second Language — IGSE

Mathematics — IGSE

English course in England — EF

Training / Courses

Product Manager — Coder House

Project Management — Coursera

Project Management Simplified — LinkedIn Courses

