

# Elizabeth Eckardt

## *Translations from Spanish and French into English*

Based in Chicago, IL, USA

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### At A Glance

- Spanish>English, French>English freelance translator
- ATA-certified from Spanish and French into English
- Master of Science in Spanish>English Translation
- Six years of translation experience
- Main specializations: medical, legal, subtitling

### Services

- Spanish>English and French>English translation, editing and proofreading
- Spanish>English and French>English subtitling and spotting

### Specializations

*Including but not limited to:*

- Medical (clinical trial documentation, medical records, informed consent forms, protocols, regulatory correspondence, back translations, medical journal articles, etc.)
- Legal (contracts, briefs, judgments, legal correspondence, leases, vital records, diplomas, etc.)
- Subtitling and spotting (films, TV shows, advertisements, commentaries, documentaries)
- Arts, culture and film (film and series treatments, screenplays, art loan agreements, art history, etc.)
- Financial (financial statements, bank marketing materials, real estate, etc.)

### Skills

- Native language: English (US)
- Source languages: Spanish, French
- CAT tool: MemoQ
- Subtitling software: Annotation Edit, Subtitle Workshop, Aegisub
- Experience with Microsoft Office, Trados, Memsource

### Education/Certification

**Certification in Spanish>English Translation** 2018

**Certification in French>English Translation** 2018

American Translators Association

**M.S. in Spanish>English Translation** (*summa cum laude*) May 2015

New York University, New York, NY

**B.A. in Spanish and French** (*summa cum laude*) June 2012

DePaul University, Chicago, IL

Study abroad in Buenos Aires, Argentina July 2011-December 2011

Study abroad in Paris, France January 2010-May 2010

## Relevant Experience

### Freelance Translator

April 2014-Present

*Please see Specializations section for further details.*

### CP Language Institute, New York, NY

October 2013-July 2015

#### *Project Coordinator*

- Managed translation projects by liaising with translators and clients
- Proofread and performed translations in Spanish<>English, French<>English, primarily in the medical field
- Performed quality assurance checks on translations in many different languages

### Lycée de Lattre de Tassigny, La Roche-sur-Yon, France

October 2012-April 2013

#### *English Language Teaching Assistant*

- Taught English as a Foreign Language at a French high school
- Managed classes of 15 students independently and assisted with classes of 30 students

### Fundación TyPA, Buenos Aires, Argentina

August 2011-December 2011

#### *Intern at an Argentinean cultural organization*

- Translated event descriptions, articles and websites, and interpreted for events in Spanish<>English

### Cultural Service at the French Consulate, Chicago, IL

October 2010-July 2011

#### *Intern*

- Translated articles, event descriptions and information sheets from French into English
- Helped to organize cultural events, such as the Festival de la Francophonie

Member, American Translators Association

Member, Chicago Area Translators and Interpreters Association