

Elizabeth Eckardt

Translations from Spanish and French into English

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At A Glance

- Spanish>English, French>English freelance translator
- Masters in Translation
- Six years of translation experience
- Main specializations: legal, medical, subtitling

Services

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

Specializations

Including but not limited to:

- Legal (briefs, judgments, contracts, legal journalism, leases, patent-related documentation, vital records, etc.)
- Medical (medical records, clinical trial documentation, informed consent forms, back translations, etc.)
- Subtitling and spotting (films, TV shows, advertisements, commentaries, documentaries)
- Financial (financial statements, bank marketing materials, insurance, loan documentation, etc.)
- Arts and culture (artwork loan agreements, artist biographies, articles, etc.)

Skills

- Native language: English (US)
- Source languages: Spanish, French
- CAT Tool: MemoQ
- Subtitling Software: Annotation Edit, Subtitle Workshop, Aegisub
- Platforms: Windows 10, Mac OS X
- Experience with Microsoft Office, Adobe Photoshop, Adobe Illustrator, Trados, Memsources

Education

Masters in Spanish>English Translation (*summa cum laude*) May 2015

New York University, New York, NY

Courses include: Patents Translation, Legal Translation, Financial Translation

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