

# Lucía Otero Rodríguez



**EN, FR, ES, GL**

I am a perfectionist hard worker, experienced in diverse industries, which makes me a versatile professional. Passionate about connecting people and making products easily accessible, I am committed to providing high-quality services.

 otero.r.lucia@gmail.com

 +34 690 265 279  
+44 [0]77 1654 7739

 <https://www.linkedin.com/in/translator-lucia-otero/>

## Education



University of A Coruña, 2021-2022

**MASTER'S DEGREE IN TEACHING IN SECONDARY SCHOOLS, VOCATIONAL TRAINING AND LANGUAGE CENTRES**

University of Vigo, 2020-2021

**MASTER'S DEGREE IN TRANSLATION FOR INTERNATIONAL COMMUNICATION**

University of Vigo, 2015-2019

**BACHELOR'S DEGREE IN TRANSLATION AND INTERPRETING**

INN Formación, 1000 h

**EXPERT COURSE IN DIGITAL MARKETING AND ADVERTISING**

Cálamo & Cran, 2019

**TRANSLATION PROJECT MANAGEMENT COURSE**

University of Nebrija, 150h

**EDUCATIONAL COACHING COURSE**

### Tools



- Microsoft Office and Google apps: Drive, Analytics, Calendar, etc.
- PM: Asana, Trello.
- CAT, subtitling and QA: memoQ, WordFast, OmegaT, SmartCAT, Memsource, Aegisub, Subtitle Workshop, ApSIC Xbench.

### Interests

- Marketing
- Reading
- Content creation
- Academic research

## Experience



**Freelancer, from 2020 (Lorenz & Rochat, Papercup, Vera Content, Blarlo, etc.)**

### TRANSLATOR - EDITOR - EVENTS ASSISTANT

- Assisted the logistics of the WEF 2023 (Davos) thanks to effective multilingual communication.
- Launched numberless products internationally thanks to translation and localisation.
- Ensured clients' quality image through excellent language services – editing and proofreading.
- Made thousands of minutes of content accessible worldwide thanks to dubbing and subtitling.
- Delivered every project on due time.

**Eiris International School, 2021-2022 / Spanish Connection, 2019-2021**

### MFL TEACHER

- Boosted students' communication skills in Spanish and French as foreign languages.
- Successfully prepared official exams (DELE, DELF, A Level, GCSE).

**Sofftek, 2021**

### BUYER

- Updated and entered data in new systems, platforms and databases.
- Monitored the full cycle of a multi-stage, multi-actor process, including billing quality-checks.
- Facilitated the communication between the parties involved in English, French, and Spanish.

**Lorenz & Rochat, 2022 / Medicare Français, 2020 / ABC School of English, 2019**

### ADMINISTRATION ASSISTANT - CUSTOMER SERVICE

- Customized multilingual attention to clients by email, phone, and face-to-face.
- Organized bookings and prepared quotes based on demand.
- Promoted products in multiple platforms and languages.

**University of Vigo, 2019**

### COMMUNICATION TRAINEE

- Fostered institutional communication (web and social media), ensuring linguistic neatness.
- Consolidated the corporate image of the university and organized communication campaigns.
- Successfully adapted texts to diverse platforms and target audiences.

**Traducciones Abroads / Primerapersona editorial, 2018**

### TRANSLATION INTERN

- Precisely translated economic, legal and technical documents.
- Ensured the linguistic quality of several children's literature books.

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## Relevant references

### LORENZ & ROCHAT (SWITZERLAND)

**Gabriel Fraga** (CEO): info@lorenz-rochat.ch

### EIRÍS INTERNATIONAL SCHOOL (SPAIN)

**Oladipo Oladapo** (Head of Studies): oladapo.oladipo@eiris.edu.es

### PAPERCUP (UNITED KINGDOM)

**Lourdes Casas-del-Águila** (QA Manager): lourdes@papercup.com

### SPANISH CONNECTION (UNITED KINGDOM)

**Marta Álvarez** (CEO): info@spanishconnection.org.uk

### UNIVERSITY OF VIGO (SPAIN)

**Alicia López-Pedreira** (Web content manager - Communication Department): tecnica.rrii@uvigo.es

**Elena Sánchez Trigo** (medical translator): etrigo@uvigo.es