

Irantzu Luzuriaga Villamandos Legally Certified Sworn translator

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I am pleased to offer you the opportunity to take advantage of my professional translation services. I am a fully qualified translator and accredited by the Spanish Ministry of Foreign Affairs to provide sworn translations which are recognised by all official Spanish organisations.

I have been dedicated to offering the highest quality translations for a multitude of clients in varying fields over the last 8 years.

My services are offered with the highest level of dedication, enthusiasm and respect that you would expect from a professional.

WORK EXPERIENCE

I have been producing high quality translations from English into Spanish since 2005. Some of the main translation projects I have developed are as follows:

Legal:

- Sworn translations of several documents relating to the aircraft industry, such as **lease and sublease agreements, subordination acknowledgements, Bills of sale, satisfaction letters, acceptance certificates, assignment and assumption agreements**, etc. for an Spanish airline. (*Over a million words*).
- **Distribution agreements.**
- **Powers of Attorney.**
- **Employment agreements.**
- **Commercial contracts.**
- **Collaboration agreements.**
- **Criminal records.**
- **Divorce decrees.**
- **Birth and marriage certificates.**
- **Invoices and sales contracts, powers of attorney, memorandum of association etc.**, for several law firms.
- Sworn translation of an **event registration agreement** for the sports club *La Santa, Lanzarote*
- Translation of the **guides to civil legal aid** for the *Scottish Legal Aid Board*

Business:

- Several **Minutes of meetings of Board of Directors, Memorandum of association, Articles of Incorporation, internal newsletters, public tenders, commercial and business documents.**

- **Surveys.**
- **Annual returns**
- **Purchase orders, correspondence, invoices.**
- Translation of **release forms** for *BBC Scotland*.

Education & Social Services:

- **Guidelines for Educational Visits** for *Historic Scotland*.
- **Library Information Leaflets** – *Moray Council Educational Services (Scotland)*

Technical:

- Translation of a **Warehouse Management Software** for *Proteus Software Limited*.
- **MSDS** (Material Safety Data Sheet) for a major defence contractor and industrial corporation.
- **Correspondence and corporate documentation** for a crude oil and natural gas exploration and mining company based in Equatorial Guinea.
- **Several Technical sheets** for a multinational DIY company.
- Subtitling of the DVD **“Fire Safety for Employees”** for the *Royal Bank of Scotland*.
- **Incident cards** for *the Highlands & Islands Fire & Rescue Service*

EDUCATION

- Legally Certified Translator (2006)
- Degree in Translation and Interpretation, Universidad de Las Palmas de Gran Canaria (2000-2005)
- University of Strathclyde, Glasgow, Scotland (2000-2001)

WORK EXPERIENCE

- **February 2013 – present:** Freelance translator
- **December 2007 – February 2013:** Translation Project Manager – translator and reviser at Eagle Language Service, S.L., Arrecife, Lanzarote. **Web:** www.eagle-translations.com
- **October 2005 – December 2007:** Translation Project Manager – translator, reviser and interpreter at Global Language Services Ltd., Glasgow. **Web:** www.globalglasgow.com

References available upon request.

RATES FOR TRANSLATION FROM ENGLISH INTO SPANISH

Standard translation	0,050€ / word
Sworn translation	0,065€ / word
Minimum standard translation (up to 350 words)	15€
Proof-reading	0,025€ / word

Rates are negotiable