

# Héctor Meléndez

## English to Spanish translator

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w [hmdtranslations.com](http://hmdtranslations.com)

### Experience

May 2013 - Present | English to Spanish translator • Freelance, London

First translations jobs carried out in 2007 • Areas of specialisation: software, hardware, legal, tourism, travel, advertising and video games • Localisation of apps and websites

May 2013 - Nov. 2016 | Proofreader and Localisation QA Technician • Sega Europe, London

Worked as part of an international team in the Localisation QA department • Proofread translations of video games from English into Spanish • Ad-hoc translations of content • Subtitling

Sept. 2012 - Jan. 2013 | Community Manager • Fundación Aprender, Madrid

Created and managed online relationships • Managed Facebook and Twitter profiles • Searched for contacts and contents of interest

Sept. 2009 - Jan. 2013 | Graphic designer • Fundación Aprender, Madrid

Worked on the development of design concepts • Designed a wide variety of online and offline material

Sept. 2009 - Feb. 2012 | Project Manager • Fundación Aprender, Madrid

Launched a project which involved managing a team of teachers specialised in learning difficulties with the aim of providing tuition at home to Primary and Secondary school students

Mar. - Oct. 2009 | Press Officer • Down España, Madrid

Organised events and created press releases • Created online material to publicise the NGO's activities • Dealt with interviews, questionnaires and other requests from the media

Jul. - Aug. 2008 | Proofreader and localisation QA technician • Activision, Dublin

Worked in the Guitar Hero team proofreading the translation into Spanish of the video game Guitar Hero

Dec. 2006 - Jun. 2008 | PR Account Executive • Best Relations, Madrid

Dealt with IT accounts and allocated and managed the workload of company intern • Copywriting and design of adverts • Created press releases and managed websites • Dealt with interviews, questionnaires and other requests from the media • Translation of technical documents

Apr. 2005 - Jun. 2006 | Web editor • La Compañía General de Imagen y Diseño, Madrid

Created website adverts and banners for the Spanish version of the online Yellow Pages

### Qualifications

IoLET Level 7 Diploma in Translation

Chartered Institute of Linguists

Certificate in Teaching Spanish as a Foreign Language

International House, Madrid • Accredited by the Cervantes Institute

Masters in Communication

Complutense University, Madrid

Bachelor's Degree in Psychology

Complutense University, Madrid

### Software

CAT tools

Trados • memoQ • Matecat • Google Translator Toolkit • Polyglot • Smartling • XTM

DTP and web design

Word • PowerPoint • Photoshop • WordPress • Abbyy FineReader