

CURRICULUM VITAE

ROSER AGUIRRE MOLINS

LANGUAGES

Catalan: native

Spanish: native

English: proficient. Cambridge Certificate in Advanced English; Trinity College London Level 12 (equivalent to native level of speaking and listening)

French: lower intermediate

Italian: beginner

Russian: beginner

EDUCATION

English Philology at the University of Barcelona (third year abroad spent at Cardiff University with an Erasmus scholarship). Graduated in 2011.

WORK EXPERIENCE

- **English to Spanish translator.** Translation of business-related documents for American company Amway, such as reports, presentations, letters and booklets. March 2015 to present.
- **Compliance Manager.** Dinosaur Merchant Bank Limited. Administrative tasks related to operations, compliance (including Anti-Money Laundering and Anti-Bribery) and regulations; translation of business documents (including formation documents of South American clients), presentations and emails; and customer service in both Spanish and English. June 2012 to December 2014.
- **Spanish proof-reader and translator.** Occasional proofreading of documents related to tourism for Cooper Murphy. Translation of architecture and design texts (Spanish to English) for private clients. Translation of thesis from Spanish to English. February 2013 to present.
- **Spanish Tutor.** Anna Spring Language School. One-on-one lessons once per week. February 2012 to October 2013.
- **Hotel receptionist.** Craven Gardens Hotel. Dealing with reservations by phone, by e-mail and in person; checking guests into and out of the hotel; taking payments; dealing with special requests and complaints from guests in both Spanish and English. October 2011 to June 2012.
- **Spanish translator.** Transcription and translation of a documentary about Colombian immigrants in London from Spanish to English. November 2011.