

Miriam París Mellado

Multilingual Translator with Expertise in Legal, Medical, and Education Fields

Experienced Certified Multilingual Translator and Language Education Leader with a BA in Translation, MA in Teaching English, and Spanish; 7 Years of Expertise at Manchester City Council and Proven Success as Managing Director of British Council Accredited Language Schools.

Contact

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Memberships

CIOL Member ID: [77100](#)

ITI Member ID: [26862](#)

ASETRAD Member ID: [4391](#)

ATA Member ID: [280038](#)

IAPTI Member ID: [2751](#)

Education

2021-02 -2022-02

MA in Neurolinguistic Programming (NLP) -

Universidad de Murcia, SP

Work History

Spanish Castilian Localization Specialist

Amazon Prime Video, London, UK

2024-03 - Current

- Localizing SDH/Subtitles and metadata synopsis from English to Spanish.
- Quality check subtitles/metadata assets for translation accuracy (idiomatic, spelling, grammar, punctuation).
- Lead quality audits to benchmark localized content and perform corrections.
- Create or fix subtitle, metadata and ensure high quality localization of content.
- Provide inputs to update Prime Video's style guides to continue to raise the bar on customer experience.

Translator

Manchester City Council, M-Four Translations

2017-01 – Current

- Spanish, Italian, German, and Catalan into English (UK) of legal documents and medical reports.
- Proofreading and editing of documents translated into Spanish or Italian.
- Reviewed final works to spot and correct errors in punctuation, grammar, and translation.
- Applied cultural understanding to discern specific meanings beyond literal written words.
- Translated documents from English to Italian and Spanish.
- Reviewed, edited, and proofread translated documents for accuracy.

2014-10 – 2016-07

MA in Teaching English as a
Second Official Language
(ESOL) - Universidad de
Almería, SP

2006-10 - 2013-05

BA in Translation and
Interpretation - Universidad
de Granada, SP

Skills

Problem solving skills	■■■■■ Excellent
Customer Account Management	■■■■■ Excellent
Project Management	■■■■■ Excellent
Legal Translation	■■■■■ Excellent
Medical Translation	■■■■■ Excellent

Languages

Spanish	■■■■■ Excellent
English	■■■■■ Excellent
Italian	■■■■■ Excellent
German	■■■ ■ ■ ■ Average
French	■ ■ ■ ■ ■ Basic

Translator EN > SP

2018-01- Current

AdHoc Translations, Copenhagen, Denmark

- Translation of newsletter for a company that designs, develops, and manufactures innovative plastic packaging solutions.
- Proofreading and editing of documents translated into Spanish.
- Reviewed final works to spot and correct errors in punctuation, grammar, and translation.

Managing Director

Britannia English Academy, Manchester

2018-04 -2023-11

- Accounts Management and Business Development.
- Worked closely with organisational leadership and board of directors to guide operational strategy.
- Handled problematic customers and clients to assist lower-level employees and maintain excellent customer service.
- Negotiated price and service with customers and vendors.
- Managed purchasing, sales, marketing, and customer account operations efficiently.
- Recruited, hired, and trained initial personnel, working to establish key internal functions and outline scope of positions for new organisation.
- English summer camp organisation
- Course and material design for face to face and online English classes
- Conduction of the British Council Inspection

Executive and Accounting Assistant

Bora Wind Energy Management, S.L, Madrid

2015-10 - 2016-07

- Providing support to Legal, Technical and Financial Department.
- Report the monthly expenses, P&L and Balance of the Holding Companies in the UK as well as accounting.
- Support to Sales Manager by assisting with sales reports and forecasts.
- Translation and editing of legal and technical reports from Spanish into English.



Work Placements

Translation Traineeship

Manchester City Council, Manchester, UK

2016-11 - 2016-12

- Providing support to Admin Department by assisting them with general admin tasks.
- Assisting with the project management.
- Editing, communication, translation-related training.
- Attending to oral hearings for training purposes.
- Provided cultural input to speakers to help parties who did not speak similar languages communicate with and understand one another.
- Proofread, edited, and improved documents of different sizes.
- Assisted foreign language-speaking clients with inquiries.
- Attended training programs to improve professional knowledge and interpretation skills.

University Spanish Teacher

University of Pavia, Italy

2015-04 - 2015-09

- Conducted foreign language exams to determine fluency and comprehension.
- Developed and wrote curricula in both Spanish and English, often sharing curriculum with other teachers.
- Explored and implemented innovative use of technology in language education.
- Used written exercises to test and develop reading and writing foreign languages.
- Conducted classes for adult immigrants desiring to learn foreign language.
- Explained concepts and assignments in both native and non-native languages.
- Attended department meetings to develop and update course curricula.
- Produced engaging lesson plans and activities to help students master learning objectives.
- Marking the exams of the Translation department.

Secondary School English/French Teaching Assistant

IES Carlos III, El Parador, Almería, Spain

2015-02 - 2015-03

- Explored and implemented innovative use of technology in language education.
- Used written exercises to test and develop reading and writing foreign languages.
- Conducted classes for junior immigrants desiring to learn English and French.
- Explained concepts and assignments in both native and non-native languages.
- Attended department meetings to develop and update course curricula.

Office Manager – Translation Services

Heberger Española, S.A, Granada

2014-05 - 2014-09

- Evaluated employee records and productivity and submitted evaluation reports to the German Authorities
- Translation of the pay slips, P45 and P60 from German into Spanish to be provided to the Spanish staff members.
- Updated reports, managed accounts, and generated reports for company database.
- Coordinated special projects and managed schedules.