

PROFFESIONAL SUMMARY

Graduated in **Translation and Simultaneous Interpretation in English Language** from the Universidad Argentina de la Empresa, I am a **proactive** and **detail-oriented** professional with **excellent interpersonal skills**. Currently working in the **consulting industry** as an **Instructional Designer** and C**ontent Developer**, I create learning materials and develop effective strategies to enhance training programs. My focus is on designing engaging content and optimizing learning experiences to support successful adoption of new technologies and processes. I am seeking a position that allows me to apply my skills and continue growing in my field.

EDUCATION

Universidad Argentina de la Empresa (UADE)

- Certified Translator in English Language , 2023
- Honors Diploma in Translation, 2023
- Simultaneous Interpreter in English Language, 2023
- Technical-Scientific Expert Translator in English Language2022

Escuela Provincial de Educación Técnicá N° 1: Margarita Salinas de Páez

- Master Builder, 2018

COMPLETED COURSES

Traducción periodística. Introducción, 2023.

- Universidad de Malaga, Spain.

Decálogo de la Traducción Legal, 2022.

- Juan Macarlupu - Formación Especializada para traductores

MICAELA BELÉN **CEVALLOS**

Certified Translator and Simultaneous Interpreter in English

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Ciudad Autónoma de Buenos Aires, Argentina

WORK EXPERIENCE

Management Consulting Delivery Analyst *2024-now*
Accenture, Buenos Aires, Argentina
As an MC Delivery Analyst in the consulting industry, I design and develop learning materials, focusing on effective instructional strategies. I perform QA for grammar and language accuracy, organize content and resources efficiently, and utilize various tools to create engaging e-learning modules. I also take part of the Language Capability initiative, contributing to tailored client training and successful project delivery.

Translation of technical texts *2022*
Universidad Técnica Nacional, Neuquén, Argentina
In charge of performing the translation of technical texts related to the field of Chemical Engineering as well as its further edition and proofreading.

English Teacher *2017*
Instituto YES, Cutral-Có, Neuquén, Argentina
Dealt with the preparation of classroom activities and their corresponding personalized correction. Actively participated in monitoring students and assisted other teachers at the institution when needed.

Private English Tutor *2017*
Provided personalized preparation for the Cambridge English First for Schools exam. Organized different activities and offered personalized correction and follow-up for each student.

LANGUAGES

English | Bilingual
French | Basic
Spanish | Native

HARD SKILLS

- Legal, technical, and scientific translation SP <> ENG
- Simultaneous and Consecutive Interpretation SP <> ENG
- Microsoft Office: Advanced Level
- Trados Studio: Intermediate Level
- MemoQ: Intermediate Level
- AutoCAD: Beginner
- SketchUp: Beginner
- Articulate 360° | Articulate Storyline: Beginner

SOFT SKILLS

- Clear and effective communication.
- Analytical thinking.
- Adaptability and flexibility.
- Attention to detail.
- Time management and organization.
- Proactive attitude towards learning and continuous improvement.
- Quality Assurance Skills