



# Andy Mathews

Localization Specialist/Language Lead/Project Manager/Instructor/Quality Assurance

## Profile

A bilingual, multi-talented localization specialist with a creative and analytical mindset focused on quality timed text projects and workflow development.

For the past eight years, I have consolidated timed text and project management skills and ventured into operational strategy development, vendor training and management, and data analytics that have grown my company's business and client engagement.

I'm methodical and curious, and I love to champion creative solutions.

## Employment History

### Vendor Lead Netflix DTT Partner Program at Sublime Subtitling/Transperfect Media, Madrid, Spain

January 2019 — Present

- **Team lead**
  - Responsible for strategy and client engagement for Netflix-commissioned localization projects.
  - Liaised with Netflix Globalization teams.
  - Directed business roadmap and reporting to stakeholders.
- **Recruitment**
  - Created multiple eLearning courses for quick, scalable onboarding to meet capacity targets.
  - Grew Sublime's DTT linguist pool from 20 in 5 languages to over 200 in 20+ languages.
- **Operations**
  - In charge of project assignment, management, and quality.
  - Oversaw project management of 80 average monthly projects.
  - Designed/optimized workflows, leveraging automation options for streamlined, scalable processes.
- **KPI analysis**
  - Analyzed KPI for subtitle quality and on-time delivery, consistently meeting client thresholds.
  - Designed scalable workflows to address KPI challenges.
  - In charge of linguist roles management and offboarding.

### Localization Project Manager at Sublime Subtitling SA, Madrid, Spain

May 2018 — December 2018

#### Production Department

- Oversaw the life-cycle of multilingual text and AV translation projects for a variety of clients, content types, and project scopes, ensuring quality and TAT were met.
- Conducted quality checks and gave feedback.

#### Vendor Management Team Department

- Helped develop scalable solutions for linguist vetting and ranking.
- Helped Sublime meet industry standards to remain competitive and drive new business.

## Details

Madrid

Spain

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## Links

[Linkedin](#)

## About me

Detail-oriented, tech-savvy team player. I enjoy a good challenge and its learning curve. Whether it be the outdoors, music, or travel, you'll always find me on some new discovery. My employers would say I'm versatile and good at executing ideas. My colleagues would say I am a teacher and someone they can count on.

## Languages

English

Spanish

Portuguese

## Skills

Collaboration

Team Management

Linguistics (Copywriting, Editing, Translating)

Subtitling (EZT, OOONA, Originator)

Timed Text Specifications (Netflix, Amazon, RedBull)

Productivity Software (Office, Google Suite)

Video Editing (Premiere, Screencast)

Data Analytics (Tableau, PowerBI)

## **Freelance AV Subtitler/Translator/QCer, Madrid, Spain**

July 2017 — May 2018

- Worked on over 5000 minutes of high-profile subtitling projects, meeting quality and delivery standards for several clients/LSPs.
- Flexible in undertaking complex requests with sudden changes in scope and workflow.

**Language Pairs:** EN>ES, ES>EN

**Roles:** Language Template Authoring and QC, Subtitle Authoring and QC, SDH/CC Authoring and QC

**Software:** EZTitles, OONA

**Specs:** Netflix, Amazon, RedBull, Custom

## **Primary and Secondary School ESL Teacher at Escuelas Católicas Madrid, Madrid, Spain**

December 2015 — July 2017

- Planned and delivered full lessons at two top-ranked schools.
- Integrated technology, music, and drama to keep it engaging and fun.

## **Floor Supervisor/Marketing Assistant at Project 219 Cafe, Melbourne, Australia**

September 2013 — March 2014

Multi-purpose manager at up-and-coming café in CBD.

### **Floor Supervisor and Cook**

- Managed floor during service and organized events.
- In charge of daily operations of the restaurant (opening/closing, balancing, stock, etc.)
- Came up with recipes, cooked, and did prep.

### **Marketing**

- In charge of the social media portfolio.
- Executed promotion strategy, and wrote copy and menus.

## **Freelance EN<>ES Translator, Chile, Spain, United States, Australia**

January 2008 — May 2018

- Under my father's tutelage, I learned and perfected the trade.
- Translated a variety of texts including magazine articles and columns, technical manuals, and legal documents.

## **Education**

**Political Sciences and Public Administration, USAL, Salamanca, Spain**

July 2012

National Scholarship Recipient

## **Courses**

**Data Analytics with Excel and PowerBI, Knowtech**

September 2021 — October 2021

**Open Water Diver, PADI**

October 2014

## **References**

References available upon request