



Contact

07857 220 109

I.am.Javier.F@gmail.com
bit.ly/BoardgameGuru

Haverhill, UK

References

Barbara Caldwell
Practice Manager (Red House Surgery)
www.RedHouseSurgery.nhs.uk
Barbara.Caldwell@nhs.net

Denise Lohkemper
Localisation Manager (Jagex)
www.Jagex.com
Denise.Lohkemper@Jagex.com

Caezar Al-Jassar
Director (Alley Cat Games)
www.AlleyCatGames.com
contact@AlleyCatGames.com

Hobbies



Games



Travel



Cycling

Javier Fernández

Receptionist & Administration Clerk

About Me

My passion for languages led me to start my career in the world of audiovisual translations in 2006, soon after getting my university degree. In the following years I held different positions within the game localisation industry, which helped me gain a vast experience in its different environments.

This continued until 2022, when I decided to venture into a different area which had piqued my interest: customer service and hospitality. I had a couple seasonal jobs in the retail industry and then I worked for the NHS until I moved out of Cambridge.

Now settled in Haverhill, I am looking for new local opportunities based on my experience and expertise.

https://www.linkedin.com/in/javiergustavofernandez

Download CV

Selected Work Experience

Receptionist & Administration Clerk Jun 2023 → Jun 2024
Red House Surgery (NHS)

- Welcoming patients at the front desk, checking them in and dealing with their enquiries
- Answering the telephone and dealing with incoming enquiries
- Sorting and actioning daily post and correspondence
- Booking and cancelling appointments with doctors or nurses
- Inviting patients to attend the surgery for specific tests or procedures
- Processing repeat prescription requests
- Registering new patients and deducting old patients
- Updating existing patients' details and databases
- Scanning and filing medical records, letters, reports, and test results
- Providing information and help to doctors, nurses, patients and colleagues
- Taking messages and making telephone calls to arrange hospital appointments or obtain test results

Part-Time Collaborator Sep 2018 → present
Alley Cat Games (boardgame publisher)

- Publishing and Development
- Providing localisation consultancy
 - Proofreading and editing rulebooks and manuals
 - Scheduling, organising and running playtesting sessions

- Conventions, Expos and Fairs
- Stewarding
 - Setting up and dismantling booths and display cabinets
 - Managing crowds and tables
 - Providing game recommendations and advice
 - Teaching game rules and performing game demos

Localisation Coordinator Mar 2019 → Apr 2022
Jagex (videogame studio)

- Managing translation projects from British English into French, German, Polish, and Brazilian Portuguese
- Managing QA projects for the content already translated by our internal team
- Coordinating work teams and outsourcing projects with external translation agencies and QA agencies

Localisation Specialist Jan 2013 → Mar 2019

Jagex (videogame studio)

- Translating new and updated in-game contents from British English into Latin American Spanish
- Translating, proofreading and editing websites, press releases, news articles, FAQs, mobile apps, and wiki pages
- Proofreading, editing and adapting content already translated from European Spanish into Latin American Spanish
- Creating new glossaries and terminology lists and maintaining and expanding existing ones
- Subtitling and timecoding videos
- Adapting subtitles for voiceover scripts

Freelance Translator (ES<->EN)

May 2006 → Dec 2012

Self-employed

- Localising manuals for computer devices
- Localising websites
- Localising software
- Localising videogames
- Subtitling series and films
- Adapting subtitles for dubbing and voiceover scripts

Education

2002-2006

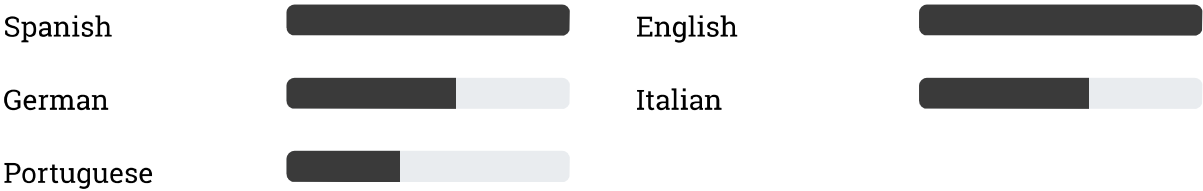
Diploma in Translation and Interpreting

Universidad de Morón

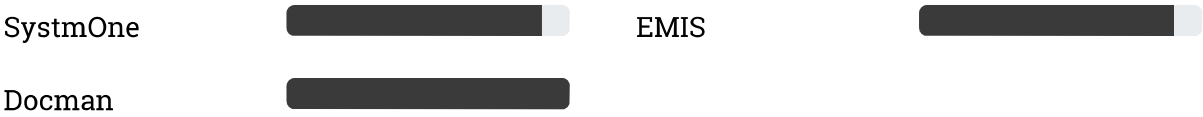
(Buenos Aires, Argentina)

Expertise and Skills

Languages



Software - Healthcare



Event Management and Conventions

