



Teresa Arana Cardelús

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EDUCATION

Universidad Pontificia Comillas , Faculty of Humanities and Social Sciences Double Degree in International Relations with Translation and Interpreting Major in International Security and Cooperation	Madrid, Spain 2015 – 2020
City University of Hong Kong Department of Asian and International Studies Academic exchange program	Hong Kong, China 2016 – 2017
FUBIS: Freie Universität Berlin Regional Studies of Europe and Intensive German Course Level C2 Academic summer exchange program	Berlin, Germany July 2017
German School of Madrid	Madrid, Spain 2003 – 2015

PROFESSIONAL EXPERIENCE

AMAZON (SOGEDICOM) <i>Liaison interpreter</i> <ul style="list-style-type: none">French-Spanish interpreting and translating for a new Amazon logistics and distribution center	Paris, France September and October 2020
Economic and Commercial Office of Spain in Shanghai <i>Summer Trainee</i> <ul style="list-style-type: none">Conducted market research on potential investment opportunities and logistic supportCreated and made presentations for the Commercial Office's managementRecruitment of investors and companies at international trade fairs	Shanghai, China June – August 2019
Institut Français Madrid <i>Internship</i> <ul style="list-style-type: none">Edited and revised the official website for publications and changesOrganized and published weekly and monthly cultural eventsTranslated documents, events and news to keep the website content updated and relevant	Madrid, Spain November 2018 – April 2019
SOGEDICOM SARL <i>Summer Intern – Project Lead (Chef de project)</i> <ul style="list-style-type: none">Managed end-to-end translation projects for clientsTranslations, corrections and proofreading of legal documentsEstablished lasting relationships with clients for a sustainable stream business	Paris, France July – August 2018
United Nations, Economic Commission for Europe <i>International Forum on People – first PPP for the Sustainable Development Goals (UNECE) – Assistant</i> <ul style="list-style-type: none">Responsible for the Information Desk and Guidance of GuestsReception of Guests of HonorResponsible for the Languages and Information Department in relation to the event	Hong Kong, China May 2017
Tutor <ul style="list-style-type: none">Helped high school students with German, French and English private lessons	Madrid, Spain 2017 – present
ARAC <i>Events Company – Hostess at events</i> <ul style="list-style-type: none">Assistance and support at events: trade shows, openings, PR events, galas etc.	Madrid, Spain 2018 – present

LANGUAGES

<ul style="list-style-type: none">German BilingualEnglish Proficient	<ul style="list-style-type: none">Spanish Mother languageFrench Fluent
American International Boston	Institut Français Madrid
Summer Camp	C1 level preparation
Boston, USA	Madrid, Spain
Summer 2014	Summer 2013

ADDITIONAL INFORMATION

<ul style="list-style-type: none">Preparation of the SAT exams at Salem State UniversityComplementary Tennis Training at Massachusetts Institute of Technology (MIT)	Boston, USA Summer 2014
Volunteer Work <i>Parish Santa María Jesús – Volunteer</i> <ul style="list-style-type: none">worked with disadvantaged children, orphans & organized activities and gameshelped at nursing homes and feeding centers for homeless people.	Jaén, Spain Summer 2016
Sports: Ballet: Royal Academy of Dancing. Handball and Volleyball (captain of both teams for the period 2010-2015, including international tournaments). Tennis: Club de Campo Villa de Madrid; Boston Summer Camp, City University of Hong Kong Music: Vocal Soloist accompanied by "Il Suonar Parlante" Orchestra at the National Auditorium of Madrid (2005). Representative of the German School of Madrid as Vocal Soloist at the "European Union Foreign Ministers Summit" in Bremen, Germany (2004).	