

# ANDREA BAZÁN

PROJECT MANAGER



 (+34) 664 167 682

 abazanporta@gmail.com

 Valencia (Spain)

 [LinkedIn](#)

## SKILLS

- Project Management
- EN/DE > ES Translation
- Problem-Solving
- CAT Tools
- Subtitling tools
- Content creation
- Strong Communication

## LANGUAGES

Spanish - Native Speaker

English - C1

German - B2

## EXPERIENCE

### PROJECT MANAGER

BigTranslation, Valencia (Spain)

2019- 2024

- Worked with well-known brands such as: **7yacción (ATRESMEDIA), Ronald Mcdonald Foundation, Carlton One Engagement, Destinia and Los Pueblos Más Bonitos de España.**
- Translation project management
- Communication with suppliers (translators, layout designers, sworn translators, etc.)
- Scheduled deadlines and provided assistance to the suppliers.
- Communication with the client.

### CONTENT CREATION AND MANAGEMENT

BigTranslation, Valencia (Spain)

2019- 2024

- Content creation for wordpress, META and LinkedIn
- Content creation for the monthly Newsletters.
- Constant communication with Marketing Department
- Use of Canva and Wordpress.

### COMMUNICATION SPECIALIST

ROASHUNTER, Valencia (Spain)

2018 - 2019

- Worked with well-known brands such as: **Castañer, The HOFF brand, HANNUN and Energy Sistem.**
- Content creation for META ads.
- Content creation in WordPress.

# ANDREA BAZÁN

PROJECT MANAGER



## EDUCATION

### MASTER'S DEGREE IN NEUROMARKETING

Universidad Rey Juan Carlos de  
Madrid (Spain)

2017

### POST GRADUATE COURSE IN CONTENT MANAGEMENT AND DIGITAL COMMUNICATION

Course in aulaformación,

2018

### BACHELOR'S DEGREE IN TRANSLATION AND INTERPRETING

European university of Valencia

Graduated in 2017

## SOFTWARE

- Wordpress
- SDL Trados Studio
- MateCat
- SDL Passolo
- Canva
- AegiSub
- ABBY PDF
- Microsoft Office

## EXPERIENCE

### PROJECT MANAGER

Absolute Translations, London (UK)

2018

- Translation project management
- Communication with suppliers (translators, layout designers, sworn translators, etc.)
- Scheduled deadlines and provided assistance to the suppliers.

### STYLE GUIDE AUTHOR

Cosmopolita Scotland, Edinburgh (UK)

- Author of the Style Guide for the online newspaper.

Link to the online version: <https://tinyurl.com/mrxn443y>

- Proofreader of articles in Spanish.
- EN > ES content translator.