

# Richard Junior Dalle

Freelance Translator

Focused Translator with highly developed understanding of English, French and Spanish languages and cultures. Skilled in quickly and accurately translating written documents and audio recordings. Over 3 years of related expertise.

## Contact

### Address

Douala , Cameroon 80500

### Phone

+237 655 057 365

### E-mail

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## Skills

Document review ●●●●●

Cultural expertise ●●●●●

Business process understanding ●●●●●

Excellent Communication ●●●●●

Flexible and Adaptable ●●●●●

Written Communication ●●●●●

Attention to Detail ●●●●●

Proofreading skills ●●●●●

## Languages

English ●●●●●○  
Native or Bilingual

French ●●●●●○  
Native or Bilingual

Spanish ●●●●●○  
Native or Bilingual

## Work History

2021-06 - 2023-08

### Translation Intern

*Amazon, Douala, Cameroun, Littoral*

My job was to read and understand given material, research industry-specific terminology and used specialized dictionaries and translation tools to convert text and audio recordings from English to French or vice-versa, from English to Spanish or vice versa, from French to Spanish or vice versa. I ensured that translated content accurately conveys the original meaning and tone. I also proofread and revised my work, collaborated with team members (for a group project) and clients, and stayed inform about new translation tools and practices.

Here are more details about my work :

- Applied cultural understanding to discern specific meanings beyond literal written words.
- Reviewed final works to spot and correct errors in punctuation, grammar, and translation.
- Replicated flow, style, and overall meaning of original texts.
- Worked with other translators to facilitate real time conversations.
- Listened to recordings and translated confidential information.
- Translated website content from other languages to English.
- Proofread, edited and improved documents of different sizes.
- Translated other language books into English.

## Education

2021-01 - 2021-05

### Certification In Translation : Ecommerce

*American University - Washington DC*