

MAYTÉ PERAZA GARCÍA

Senior Linguistic Reviewer | Senior Translator | LQA Specialist

Professional Profile

Senior Linguistic Reviewer and Translator with over 20 years of experience delivering high-quality translation, linguistic review, and LQA services for international language service providers. Specialized in ensuring linguistic accuracy, terminological consistency, and full compliance with client-specific style guides, glossaries, and quality frameworks.

Combines a strong quality-driven mindset with a practical, solutions-oriented approach. Known for providing clear, actionable reviewer feedback, supporting translator performance, and collaborating effectively with project managers to meet demanding quality and turnaround requirements. Brings both human judgment and process awareness to every stage of the linguistic workflow.

Key Skills & ATS Keywords

- Linguistic Review & Quality Assurance (LQA)
 - Translation & Editing (EN-ES / ES-EN)
 - Terminology Management & Glossary Creation
 - Style Guide & Client Compliance
 - Error Categorization & Reviewer Feedback
 - Translator Mentoring & Performance Evaluation
 - Multilingual Project Support
 - CAT Tools & Web-Based Translation Platforms
 - Deadline & Workflow Management
 - QA Metrics & Continuous Improvement
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Professional Experience

Propio Language Services — *Senior Linguistic Reviewer / Freelance Translator*

2021 – Present - Perform linguistic reviews and quality assurance in accordance with client-specific LQA frameworks, style guides, and glossaries - Deliver structured, actionable reviewer feedback to translators and project managers - Identify error patterns and contribute to continuous quality improvement initiatives - Ensure terminological consistency, accuracy, and register appropriateness across deliverables - Manage multiple concurrent projects while consistently meeting tight deadlines

Universal Translation Services — *Senior Translator / Editor*

2011 – 2021 - Translated and edited high-volume, specialized content for diverse clients and industries - Ensured full compliance with client instructions, terminology, and linguistic standards - Collaborated

with project managers to resolve linguistic queries and optimize workflows - Maintained quality and consistency under accelerated turnaround requirements

Protranslating — *Translator, Editor, Copywriter, Proofreader*

2001 - 2011 - Delivered end-to-end translation, editing, and proofreading services for international clients - Adapted content for target audiences while preserving meaning, tone, and intent - Supported copywriting projects requiring creativity, precision, and stylistic control

Education

University of Havana – School of Foreign Languages

English Language and Literature, Translator and Interpreter
1997 – 2001

University of Cambridge

Certificate of Proficiency in English (CPE)
2002 – 2003

Technical Proficiency

- Microsoft Office Suite
 - CAT tools and QA platforms (web-based)
 - HTML and web content editing
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Professional Strengths

- Quality-first mindset with strong attention to detail
- Clear, constructive written feedback
- High reliability in deadline-driven environments
- Strong collaboration with PMs and linguist teams
- Proactive approach to quality, consistency, and risk prevention