



# LEONARDO GALVEZ

SPANISH TRANSLATION AND TRANSCREATION  
PROJECT MANAGEMENT

## Contact

(206) 414-9506

leogalveztranslation@gmail.com

leogalveztranslation.com



## CAT Tools

Smartcat

## Applications

Adobe InDesign, Adobe Photoshop, Adobe Acrobat, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Google Docs, Google Analytics, Google Sheets, Google Slides, Google Forms

## Project Management

Hive, Asana, Trello, Mavenlink

## Languages

Spanish

English

## Profile

Leo is an experienced copywriter and translator with over 10 years of experience delivering multiple translation and transcreation projects for clients in the private and public sectors. A capable project leader, excited to work on your next translation project!

*Top 5 Strengths (StrengthsFinder 2.0): Communication, Achiever, Positivity, Learner, and Arranger.*

## Services

- Translation, Editing and Proofreading (ES/EN TEP)
- Transcreation and Copy Localization
- Machine Translation Post-Editing (MTPE)
- Graphic Design, Layout and Desktop Publishing

## Areas of Expertise

Business and marketing communications, project and program management, brand awareness advertising, content and digital marketing.

Transcreation & copywriting services for presentations, social media, brochures, banner ads, e-mailers, press releases, newsletters, infographics, scripts for radio commercials or broadcast TV spots.

## Employment History

**The Seattle Public Library**, Seattle, WA  
Project Manager, Marketing & Online Services / Language Access Liaison  
NOVEMBER 2019 – PRESENT

**Duck Duck Books**, Edmonds, WA  
Spanish Transcreator (Freelance)  
MAY 2021 – PRESENT

**LeoGalvezTranslation.com**, Seattle, WA  
English / Spanish Translator (Freelance)  
JANUARY 2015 – PRESENT

**TDW+Co (Multicultural Advertising Agency)**, Seattle, WA  
Account Supervisor / Transcreation Lead  
SEPTEMBER 2015 – OCTOBER 2019

**El Carro Magazine (Spanish Automotive Advertising)**, Seattle, WA  
Production Manager / Bilingual Graphic Designer  
JUNE 2006 – APRIL 2015

## Education

**Certificate in Project Management**, Edmonds College, Lynnwood, WA  
JUNE 2022

**Certificate in Web Design**, University of Washington, Seattle, WA  
JUNE 2010

**Bachelor of Science in Management Science**, Kean University, Union, NJ  
JANUARY 2002

## Notable Translation/Transcreation Projects

- [Discussion Guide for Seattle Reads 'The House of Broken Angels'](#)
- [Spanish Transcreation - I Love You More: Te Voy A Querer \(Duck Duck Books\)](#)
- [ID 2023 Spanish Web page for WA State Department of Licensing](#)
- [Spanish Transcreation for Reliant Energy's Life Switch On campaign](#)