



✉ alexander@alvatranslations.com

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## PROFILE

I am the founder of Alva Translations and a certified translator in good standing. After pursuing my education in languages and translation, I have been working with a wide range of professionals, businesses, NGOs and translation agencies in the industry. Translating an array of materials and keeping up to date with the latest tools available has helped me grow as a translation professional. For over a decade, I have been using my expertise to meet the translation needs of my community and help my clients reach a wider audience.

## CERTIFICATIONS

Association of Translators and Interpreters of Ontario (ATIO)

Ordre des traducteurs, terminologues et interprètes agréés du Québec (OTTIAQ)

## TOOLS/SOFTWARE

SDL Trados Studio 2017  
SDL MultiTerm 2017  
WordFast  
Microsoft Office Suite Programs  
Antidote  
Adobe Acrobat

## RATES

Translation rates vary from \$0.16 to \$0.20 per word depending on time required, subject matter and word count.

# Alexander Alva, C. Tr.

*Certified French to English Translator*

*Portuguese to English Translator*

## AREAS OF EXPERTISE

**Medical** (patient records – work claims – clinical trials – reports)

**Financial** (bank statements, audits, insurance claims, tax forms)

**Legal** (agreements, deeds, immigration hearings, court cases)

**Technical** (occupational health and safety, construction, engineering)

**Official Documents** (transcripts, diplomas, certificates, IDs)

**Government** (customs, transport, environment, forestry, immigration)

## EDUCATION

**York University, Glendon College School of Translation - 2012**

*Specialized Honours B.A. French to English Translation*

*Certificate of bilingualism French/English*

**University of Northern Iowa – 2008**

*B.A. Modern Languages*

*Certificate of Portuguese/English Translation*

**Université de Sherbrooke - 2007**

*French Studies (Exchange Program)*

## WORK EXPERIENCE

**Alva Translations - Founder and Translator**

London, Ontario

2012 - Present

Translating a variety of documents from French to English and Portuguese to English, as well as, proofreading English texts and revising French to English and Portuguese to English translations for translation agencies, businesses, NGOs and the general public.

**Loretta Murphy Translations – Translator**

Toronto, Ontario

August 2013 – June 2014

Translated from Portuguese to English transcripts, diplomas, deeds, driver's licences, marriage certificates and criminal records.

**Public Works and Government Services Canada – Translator**

Toronto

January 2011 - May 2011

Translated from French to English correspondence, letters, and documents of a technical nature for federal departments.

**Imagination for People – Translator**

Montreal, Quebec

September 2011 – December 2011

Translated from French to English website content, marketing and corporate materials for the organization.

## VOLUNTEER EXPERIENCE

**United Nations Volunteer – French to English Translator/**

May 2011 - April 2016

**Portuguese to English Translator**

**Progeria Research Foundation – Portuguese/English Translator**

March 2009 – December 2011