

Contact

(514) 928-6002 (Mobile)
karina.delpadre@hotmail.com

www.linkedin.com/in/karina-del-
padre-847aa588 (LinkedIn)

Top Skills

Problem Solving
Teamwork
English

Languages

English (Native or Bilingual)
Spanish (Full Professional)
French (Native or Bilingual)
Portuguese (Native or Bilingual)
Italian (Professional Working)

Karina Del Padre

High-quality Translator / Simultaneous Interpreter / Editor /
Proofreader / Technical Writer
Richelieu, Quebec, Canada

Summary

Proactive, strong, positive.
Resilient, good-humored, easygoing.
Organized, punctual, committed.

Absolute excellence in Customer Care.
Upper level multitasking abilities.
Highly Resilient when working under pressure.
Precise attention to detail.
Large experience in Translation, Simultaneous Interpretation,
Proofreading.

Languages: Portuguese, English, French, Spanish.

Experience

Multiple banks (see description)
Technical Translator - Banking
February 2002 - Present (21 years 5 months)
Translation projects for important banks (English - Portuguese - French):
(Brazil):
- BFB (Banco Frances e Brasileiro)
- Banco do Brasil

(Canada):
- Desjardins
- BMO
- Scotiabank

Multiple companies (see description)
Technical Translator
February 2002 - Present (21 years 5 months)
Brazil / Canada

Technical translation of documents (English - Portuguese):

- Concordia University
- McGill University
- American Airlines
- Air France
- Girassol Editora (books for children)

TransPerfect / CTV News

Freelance Simultaneous Interpreter

July 2021 - Present (2 years)

Freelance general Simultaneous Interpretation assignments and for CTV News.

BDO Canada

Senior Administrative Assistant, Management Consulting

January 2022 - October 2022 (10 months)

Montreal, Quebec, Canada

SmartCentres REIT

Senior Administrative Assistant

March 2020 - June 2021 (1 year 4 months)

Supporting the Development Vice-President and the Development Team at one of Canada's most important and relevant real estate investment trusts.

Pratt & Whitney Canada

Administrative Assistant

September 2018 - September 2019 (1 year 1 month)

Longueuil, Quebec

Administrative support to the entire IT department. Conference rooms, office supplies, events, travel arrangements, expense reports, onboarding, communications.

Belcan

Program Administrator

January 2017 - August 2018 (1 year 8 months)

Longueuil, Quebec, Canada

Full-time handling of key client. Point of contact for Onboarding, Contract Extensions and Terminations, badges, Payroll, among others.

Concordia University - John Molson School of Business

Freelance Simultaneous Interpreter / Facilitator

2013 - 2018 (5 years)

High-quality Simultaneous Interpretation and Facilitation services for groups coming from Brazil. Areas of performance: Financial, MKT, Branding, Time Management, among others.

Hasbro

Specialist, Translation/Proofreading

March 2014 - March 2016 (2 years 1 month)

Translating, analyzing, revising, editing and adapting the Portuguese language to instruction manuals, packaging, websites and games.

Dedicated 100% in conserving the brand message and maintaining the confidentiality and the atmosphere that makes Hasbro the world's second largest industry in its area.

Eletropaulo Metropolitana

Technical Writer/Executive Assistant / Personal Assistant / Translator and Simultaneous Interpreter

February 2007 - March 2010 (3 years 2 months)

Sao Paulo - Brazil

Professional and Personal assistance to High Executive from India working in Brazil. Administrative assistance in general, Technical Writing, organization of events, scheduling of appointments, meetings, trips, air tickets and hotel reservations, Simultaneous Interpretation during events and meetings.

DHL Forwarding

Air Freight Manager Executive Administrative Assistant

February 2005 - January 2007 (2 years)

São Paulo Area, Brazil

Direct assistance to the Air Freight Manager, preparation of statistics, reports, meetings, business plans, trips, hotel reservations, events and general schedules.

Education

FECAP

Master's degree, Foreign Trade · (1995 - 1996)

Centro Universitário Ibero-Americano

Bachelor's degree, Language Interpretation and Translation · (1990 - 1994)

Centro Universitário Ibero-Americano

Bachelor's degree, Teaching · (1990 - 1994)