

ANAIS CABRICES TREJO

Bachelor's Degree in Modern Languages

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PROFESSIONAL PROFILE

A dedicated languages graduate with extensive experience in teaching foreign languages, document translation, and customer service management in the hospitality industry. Highly adaptable and motivated by a commitment to excellence in service, problem-solving, and contributing linguistically in dynamic and multicultural environments.

SKILLS

Foreign Language Teaching and Research

Communication and cultural expressions in English and French

Hospitality Management

High-quality service and customer care

STRENGTHS



Tu fortaleza

I possess strong organizational skills and attention to detail. I am also responsible, punctual, and committed. My proactive attitude and willingness to learn enable me to adapt quickly to new tasks and continuously enhance my performance.

LANGUAGES

Spanish

Nativo



English

Proficient



French

Advanced



EXPERIENCE

Language Classes and Translation of English/Spanish Texts

Freelance

 2016 - Present  MIRANDA, VENEZUELA

- Translated a document on alternative medicine for healing diseases using magnets.
- Collaborated with a veterinarian to translate laboratory test results for domestic animals.
- Taught Spanish, English, and French at various levels.

Business Center Agent

Hotel Gran Melia Caracas

 2013 - 2015  CARACAS, VENEZUELA

- Managed corporate events, meetings, and conferences at the establishment.
- Coordinated all logistical details, ensuring a high-quality experience that reflects the exclusivity of the hotel.

2nd and 3rd Grade Teacher

Unidad Educativa Colegio 'Mater Dei'

 09/2011 - 07/2012  Miranda, Venezuela

- Designed, developed, and evaluated the English program at Mater Dei School, tailored to the curriculum for students aged 7 to 10 years.

English Teacher

Universidad Bicentenario de Aragua (UBA)

 09/2011 - 07/2012  Miranda, Venezuela

- Taught Level I of the intensive summer English program to students from various majors at the San Antonio de los Altos campus in Miranda, Venezuela.

CERTIFICATIONS

Voice Acting and Neutral Accent. Level I and II

VOCES DE MARCA. La Universidad de la Voz. Caracas, Venezuela. 2013

EDUCATION

Bachelor's Degree in Languages

Universidad de los Andes

📅 09/2003 - 12/2010 📍 Mérida, Venezuela

EXPERIENCE

Intern

Mary Castañeda Modern Languages Library, Universidad de los Andes

📅 10/2008 - 07/2009 📍 Merida, Venezuela

- Evaluated, classified, and added electronic informational resources to the SERBIULA website to support the modern languages program and related courses.
- Researched, gathered data, and wrote the historical review of the institution both in Spanish and English.
- Translated the SERBIULA website of the Universidad de los Andes from English to Spanish.

Facilitator

IDIOMAS Training Program

📅 03/2008 - 07/2008 📍 Merida, Venezuela

- Delivered basic English instruction as part of the IDIOMAS program to operational staff at the Mukumbari Cable Car in Merida.

INTERESTS



Travel, Hospitality, and Cultural Exchange

I have a passion for learning about new cultures and languages.