

**George L Chichizola, C.A.L.T. (615) 337-1616**

**INTERPRETER & TRANSLATOR  
glc58@hotmail.com & Chichizola.US**

**SERVING THE CITY OF NASHVILLE & THE STATE OF TENNESSEE**

**Dear Madame / Sir,**

*I would like to take this opportunity to introduce you to a service which is very close at hand, new, and charged with huge potential. I offer a wide range of professional Spanish and Portuguese language translating and interpreting services. Some of the many areas in which you may have a need for my bilingual services are:*

- |                                    |   |
|------------------------------------|---|
| <i>~Advertising Copy</i>           | <i>~Business Correspondence</i>           |
| <i>~Employee Handbooks</i>         | <i>~Foreign Visitors (Dignitaries)</i>    |
| <i>~Legal Documents</i>            | <i>~Machinery Labels</i>                  |
| <i>~Operating Manuals</i>          | <i>~Sales Materials/Brochures</i>         |
| <i>~Simultaneous / Consecutive</i> | <i>~Specifications</i>                    |
| <i>~Testimony</i>                  | <i>~Tutoring</i>                          |
| <i>~Protocol</i>                   | <i>~Voice-Over-Insertion (Video-Tape)</i> |

*In today's GLOBAL ECONOMY it is extremely important to be able to communicate with your business contacts, customers, future customers and employees in a language which they can understand. More and more companies are tapping into globally lucrative markets with advertising directed towards the Spanish and Portuguese speaking world. By offering your services or products in English, Spanish, and Portuguese you are increasing your marketability. By using a professional translator/interpreter you avoid costly mistakes. The ability to speak another language does not guarantee an accurate translation. I have years of study and experience, letters of reference, plus a personal library of dictionaries and references materials to rely on. I am also a member of the internationally recognized American Translators Association.*

*I am uniquely qualified to help you with all of your Spanish and Portuguese into English and English into Spanish and Portuguese language translation and interpretation needs no matter how large or how small.*

**DON'T LET ANYTHING GET LOST IN THE TRANSLATION & INTERPRETATION!**

***Sincerely,***

*George Chichizola*

**George L. Chichizola**

**TRANSLATING\* INTERPRETING\* EDITING\* TUTORING\* PROTOCOL\***

**INTERNATIONAL ESCORTING\* TV/RADIO BROADCASTING\***

**George L. Chichizola, c.a.i.t.**  
**# 414 FLINTLOCK COURT**  
**NASHVILLE, TN. 37217-3609**  
**(615) 337-1616 ~ www.Chichizola.US ~ glc58@hotmail.com**

**EDUCATION**

**December 1995 ~ Received a Masters Degree in Translation and Interpretation from ILPN,  
Instituto Lingüístico PAZ - NIETO, Santiago de Chile, Chile**

**May 1992 ~ Received a Bachelor of Arts and Humanities, Major – Spanish Literature  
Minor – Latin American Studies & Government, Western KY University**

**EMPLOYMENT HISTORY**

**July 2000 ~ Present: Metro Nashville Public Schools**

**Teacher, Assistant - Substitute - Assisting approximately sixty Teachers and administrative officials,  
at the Metro Nashville Public Schools System. Managing, supervising, and teaching various  
courses to students in many different scenarios. In charge of insuring the safety of all people  
within the assigned institution High School, Middle School, and Elementary School. In charge  
of resolving complex situations with difficult individuals and achieving positive results and  
positive relationships with students, educators, and administrators.**

**March 1994 ~ July 2000: ConAgra Poultry Intl., Inc.**

**Human Resources Assistant, I. & T. - Assisted in recruiting and hiring of Hispanic and American  
applicants. Helped the workers with the adjustment to their new environment. Acted as a  
management liaison for Hispanic employees. Kept a line of communication and cooperation  
open between the Hispanic and American workers. Translated all employee notices, general  
administrative notices, employee benefit information, handbooks, safety manuals, company  
administration circulars for information awareness, and all general information needed to be  
posted or handed out on a day-to-day basis.**

**March 1994 ~ November 1993: Translator ~ Interpreter, Mr. David E. Funke, Attorney At Law.**

**Translated and Interpreted confidential information necessary for the successful completion  
of crucial legal transactions.**

**September 1993 ~ September 1991: Job Developer ~ Job Coach, Life Skills #2, Bowling Green, KY.**

**The counselor duties consisted of developing positions for our mentally challenged clients in  
addition to supervising, evaluating, enhancing, and correcting behavior for a successful wage  
earning career.**

**November 1991 ~ April 1987: Translator ~ Interpreter, DETREX CORPORATION, Bowling Green, KY.**

**Translated technical manuals as well as employee safety manuals for the International Service  
Department. Traveled as an Escort Interpreter and performed on-site consecutive and simulta-  
neous interpretations in CHIHUAHUA, México. Served as a television and radio broadcaster in  
the City of CHIHUAHUA, México, for Televisa S.A. de C.V. of México City, México.**

**April 1987 ~ August 1986: Paraprofessional & Varsity Soccer Coach, Warren Central High School, Bowling Green, KY. Successfully organized a first year official High School Sport for the WCHS Dragons, leading to first place at the BGHS Invitational, the district championship, and third place at the regional quarterfinals. As a Paraprofessional in the Special Education Division, I was responsible for assisting teachers in all phases of instruction. Other responsibilities included escorting field trips, restraining violent students, and teaching a basic finance class.**

**December 1978 ~ July 1976: Private Translator & Escort Interpreter, "KON-TIKI TOURS", Lima, Perú. Translated and Interpreted for tourists visiting Perú. Other tasks consisted of assistance in clearing customs correctly, transporting tourists to hotels, banks, car rental agencies, police stations, and to all important spots in Lima and on the Peruvian coast. Translated a handbook From Spanish into English of Do's & Don'ts, given to all English speaking tourists while visiting Perú.**

### **SKILLS**

**GEORGE L. CHICHIZOLA**

**(615) 337-1616**

### **SOFTWARE**

**Microsoft Word 2005**

**WordPerfect (Spanish / Portuguese / English) 6.1**

### **ASSOCIATIONS**

**ATA ~ American Translators Association (Member since 1991)**

**RAS ~ Refugee Assistance Society, Board of Directors Member (1997-1999)**

**IF ~ International Festival, Sports Committee Member (1990-1992)**

### **ORGANIZATIONS**

**November 1993 ~ September 1993:**

**Organized and coached soccer at GIRLS, INC. Volunteered to the Red Cross on behalf of GIRLS, INC., for disaster relief.**

**May 1994 ~ September 1993:**

**Elected by the WKU Soccer Club Team to train, coach, participate, and compete at the University level with an eighteen man roster.**

**May 1983 ~ January 1980:**

**Member of the WKU Soccer Club and Varsity Team. Volunteered to organize Soccer clinics at City and County High Schools and for Special Olympics Area V.**

**November 1993 ~ January 1980:**

**Coached and refereed KYSL teams for the Bowling Green Youth Soccer Association formerly known as the Pepsi Youth Soccer League.**

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