



BEATRIZ LINTZ

Over-the-phone Interpreter (OPI)

Rio de Janeiro, Brazil

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PROFILE

I am an experienced OPI with a strong background in language services and a track record of success in various interpreting roles. Skilled in critical thinking, problem-solving, and interpersonal communication, I am highly motivated, culturally aware, and proficient in language with specialized medical vocabulary knowledge. My empathy, quick thinking, and ability to maintain confidentiality make me an excellent professional in the area. I am seeking a position as an Over-the-phone Interpreter with a focus on continual professional growth within a supportive team and reputable company.

EMPLOYMENT HISTORY

❖ Over-the-phone Interpreter (OPI), Kelly Services CA May 2023 — Aug 2024

As an Over-the-phone Interpreter (OPI) at Kelly Services CA, I provided language interpretation services over the phone, facilitating communication between parties who speak different languages. Utilizing my language proficiency, cultural awareness, and specialized medical vocabulary knowledge, I ensured accurate and effective interpretation in various settings. I demonstrated strong note-taking skills, maintained impartiality, and upheld confidentiality to deliver high-quality interpretation services.

❖ Transcription QC and Team Lead, Hi Auto Apr 2022 — Aug 2022

Israel- Remote

- Verified the accuracy of transcriptions, fixing whatever was needed.
- Helped update the transcription's guidelines.

❖ Transcription QC and Team Lead, Hi Auto Apr 2022 — Aug 2022

Israel- Remote

- Verified the accuracy of transcriptions, fixing whatever was needed.
- Helped update the transcription's guidelines.
- Identified and reported bugs to the dev team.
- Trained a team of 11 transcribers to improve their listening and accuracy skills.

❖ Text and Video translator, freelance Jan 2013 — Jan 2017

Worldwide- remote

prepared subtitles for several recorded lectures and texts
Provided accurate translation (EN-PT) of materials for distribution.

EDUCATION

❖ Universidade Federal do Rio de Janeiro - UFRJ Feb 2013 — May 2017

Bacharelado Incompleto em Pintura (Belas Artes)

SKILLS

Interpersonal communication	Language proficiency
Critical thinking	Cultural awareness
Problem-solving	

LANGUAGES

English (US)	Native speaker	Portuguese (BR)	Native speaker
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