

# Jessica Dover

## Spanish < > English Interpreter & Translator

### Contact

8022 SE 57th Ave.  
Portland, Oregon 97206  
(503) 421-1137  
jessica@almalunaspanish.com  
<https://www.linkedin.com/in/jessicadover>  
[www.almalunaspanish.com](http://www.almalunaspanish.com)

### Certifications

**Certified State Court Interpreter**  
Oregon (#12950), 2012–Present

**Certified State Court Interpreter**  
Washington (#10769), 2012–Present

**Certified Medical Interpreter**  
NBCMI (#100168), 2011–Present

**Certified Health Care Interpreter**  
Oregon (#010200), 2013–Present

### Professional Associations

Member, National Association of  
Judiciary Interpreters and Translations  
(NAJIT) 2021–Present

Vice President, Oregon Society of  
Translators and Interpreters (OSTI),  
2018–Present

Treasurer and Founding Member,  
Oregon Society of Translators and  
Interpreters (OSTI), 2013–2015

### Profile

A Spanish language professional for nearly 20 years, I am a certified court and medical/health care interpreter. From conferences and courtrooms to hospitals and schools, I am committed to the highest quality document translation and consecutive, simultaneous, sight, and liaison interpreting.

### Experience

*April 2008—Present*

Owner and Language Professional • AlmaLuna, LLC • Portland, OR  
Provide interpreting services for governmental and non-governmental organizations for politicians and local, state, and federal government officials, as well as public testimony in city and county forums, statements in and out of court for trials, depositions, and attorney/client meetings. Medical interpreting experience includes work in hospitals and clinics for everything from routine office and mental health visits to complex surgeries. Translation services encompass legal contracts, instruction and HR manuals, websites, sales materials, municipal signage, immigration documentation, and more. As a liaison interpreter, experience includes interpreting for trainings and meetings both in the USA and abroad. Experience interpreting for athletes during contract negotiation.

*November 2017—Present*

Spanish Content Specialist • Bright.md • Portland, OR  
In-house English > Spanish translator and quality assurance specialist for patient-facing telehealth questionnaires and modules for use in healthcare systems nationwide. As the first ever in-house translator at the company, initial duties included establishing a translation memory tool and glossary and creating a Spanish-language style guide. Ongoing duties include efficiently managing communication and workflow with coworkers, keeping the translation memory and glossary updated so as to ensure translation consistency, editing proofreading both English and Spanish content, developing and implementing Spanish-language user tests, and some coding.

*March 2009—June 2009*

Project Manager and QA Professional • ViaLanguage • Portland, OR

*February 2007—March 2009*

Project Manager, Interpreter, Translator • SGL Network • Portland, OR

End-to-end project management, including accepting, logging, and tracking translation jobs; verifying cost estimates; coordinating suppliers and clients; reviewing completed translations in a variety of technical formats to assure superior project quality; and acting as a liaison for customer complaints.

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## **Education**

*2003*

Bachelor of Music • Trumpet Performance

University of Colorado at Boulder, 2001-2003

San Francisco Conservatory of Music, 1999-2001

## **Additional Skills**

- Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
  - Apple OS Programs (Pages, Numbers, Keynote)
  - WordFast
  - MemoQ
  - Basic coding skills
  - GitHub
  - Atom
  - Confluence
  - Jira
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