

# DELTA FONSECA

MULTIDISCIPLINARY LANGUAGE PROFESSIONAL

## CONTACT

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## SUMMARY

Multilingual contract & localization specialist with expertise in legal international documentation, cross-border publishing and multilingual administrative coordination. Experienced in managing complex documentation workflows across languages and integrating technical automation-driven systems, ensuring linguistic precision and operational efficiency.

## EXPERIENCE

- **Multichannel Operation & Localization Manager • NDA**  
September, 2025 – Present | Germany (Remote)
  - Coordinated cross-border communication between agencies and mediators, maintaining proposals aligned;
  - Designed structured automation flows for third-party agencies to reduce manual workload;
  - Structured, reviewed, and refined contracts to support cross-border agreements, ensuring clarity, compliance, and functional consistency across languages;
  - Translated and adapted books from publishers for international audiences, ensuring linguistic precision and cultural coherence;
  - Coordinated invoice and on-boarding procedures between clients & contractors and agencies, acting as an intermediary and ensuring security for both parties...

- **Freelancing • Self-employed**  
No Period
  - Contract Engineering;
  - Localization;
  - Automation.

## EDUCATION

- **Private Development Program • NDA**  
September, 2025 – Present
  - Contract Engineering;
  - Workflow Automation;
  - Localization...

## SKILLS

- Automation
- Contract Engineering
- Localization

## LANGUAGES

- Catalan • B1  
██████████
- English • C2  
██████████
- French • B1  
██████████
- German • B1  
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- Portuguese • C2  
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- Russian • B1  
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- Spanish • C2  
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