



# Mark Athos Franklin Edwards

## EMPLOYMENT HISTORY

September 2022 - Current

**Head of the Quality Control Department at the Spanish Military Language School | Madrid**

- Producing and reviewing item-based language exams.
- Ensuring the accuracy, reliability, and validity of exams.
- Implementing quality control procedures and conducting regular audits to ensure compliance with standards.
- Collecting and analysing data on candidate performance, score consistency, and test fairness.

January 2010 - Current

**Self-employed Translator | Madrid**

- Translating commercial, legal, medical and academic texts, among others.
- Proofreading and editing to ensure that translations are accurate and fluent, correcting grammatical, spelling, and stylistic errors.
- Communicating with clients, setting deadlines, negotiating rates, and coordinating with other professionals.

April 2019 - August 2022

**Translator, Ministry of Defence | Madrid**

- Translating intelligence reports, official communications, contracts, international agreements and technical manuals, among others.
- Providing real-time interpreting services during meetings, conferences, negotiations and official events.
- Reviewing and editing translated documents by other team members, ensuring accuracy and terminological consistency.

April 2019 - August 2022

**English Examiner, ECM Educational Services | Madrid**

- Assessing and rating the performance of candidates taking the Cambridge Assessment English exams.
- Ensuring candidates understand instructions and feel comfortable throughout the process.
- Applying the evaluation criteria objectively and accurately to determine each candidate's score.

February 2019 - August 2022

**English Examiner, Exams Madrid | Madrid**

- Administering oral exams in accordance with the standards and procedures established by Cambridge Assessment English.
- Participating in training and professional development sessions provided by Cambridge Assessment English.

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📅 06/13/1988

🚩 United Kingdom

💍 Married

## PROFESSIONAL RESUME

A language professional with extensive experience and eagerness to work. I am characterised by my ability to solve problems, prioritise, manage projects and work in a team. I am looking for an opportunity to develop my career and give the best of myself.

## SKILLS

- Attention to detail
- Mastery of digital tools
- Effective time management
- Preparation of glossaries
- Advanced mastery of CAT tools

## ADDITIONAL INFORMATION

I have worked in the exam development and translation sector since 2007, both as a freelancer and in companies, combining these professional activities with work as an English teacher and Cambridge oral examiner. I completed my Law studies in 2010 at the University of Malaga. In 2018, I obtained a tenured position in the State Corps of Translators and Interpreters and am assigned to the Ministry of Defence.

My responsibilities include translating official and confidential documentation, interpreting in military and civilian settings and designing exams in the framework of NATO STANAG 6001. I receive continuous training for these purposes and have received accreditation certificates.

I am currently studying translation at the University of Alcalá de Henares (Official Master's Degree in Intercultural Communication, Interpreting and Translation in Public Services) and at the Rey Juan Carlos University (Degree in Translation and Interpretation). In 2024, I was admitted to the Institute of Translation and Interpreting (ITI)

EDUCATION

2024  
**Diptrans** | Diploma in Translation Level 7  
Chartered Institute of Linguists, United Kingdom

2024  
**ALTS** | Advanced Language Testing Seminar  
Marshall Center, NATO

2024  
**Master's in** Intercultural Communication, Interpreting and Translation in Public Services  
University of Alcalá de Henares, Alcalá de Henares

2024  
**Degree in English Studies**  
UNED, Madrid

2023  
**LTS** | Language Testing Seminar  
Marshall Center, NATO

2010  
**Degree** | Bachelor of Laws  
University of Malaga, Malaga

2007  
**CELTA Certificate**  
Cambridge English

2006  
**A Levels** | Baccalaureate (United Kingdom)  
Chichester High School Sixth Form  
English Language (A), Spanish (A), French (A), German (A)

- Applying the assessment criteria established by Cambridge Assessment English objectively and accurately to determine each candidate's score in the exam.

March 2013 - July 2018  
**Lawyer Lexland Lawyers** | Madrid

- Advising clients on legal issues related to real estate, such as the purchase, sale, rental, leasing, financing and development of properties.
- Negotiating and drafting sales contracts, lease agreements, mortgage financing agreements and other legal documents related to real estate transactions.
- Reviewing legal documents related to real estate, such as property titles, deeds, leases, partnership agreements and other documents to ensure they are in compliance with applicable laws and regulations.

February 2010 - August 2013  
**Court interpreter, Ofilingua / Seprotec** | Madrid

- Interpreting for the parties in judicial proceedings.
- Facilitating communication between parties during all stages of the judicial process, including hearings, cross-examination, depositions, trials, and appeal proceedings.
- Having a good understanding of the legal system and legal terminology in both languages.

LANGUAGES

**English:** Native language

