

# GABRIELA RICARTE FERREYRA

Localization & DTP Specialist | Localization QA & Accessibility | Workflow Automation

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## PROFILE

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Senior Localization and DTP professional with 8+ years across translation, multilingual DTP and localization QA. At Apertera, a global LSP, delivers DTP, formatting QA and accessibility (AODA) work on regulated financial content, and turns production know-how into tools: a DTP Estimator app calibrated against real jobs, a 20-check QA checklist for financial documents, and Word macros that automate QA and repetitive production steps. Experienced in coordinating translation projects and in managing a multi-client freelance workload for seven years. Master's in Translation Technologies (UAB) and in Editorial Design (ESdesign). Native Spanish and Italian, C1 French, full professional English (C1).

## CORE SKILLS

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- Localization QA: terminology, numbers, formatting and consistency checks; structured checklists and root cause analysis
- Workflow automation & tooling: DTP effort-estimation app, Word macros (incl. tag detection and automated QA), regex, AI tools
- Accessibility: AODA remediation and review of translated documents; Adobe Acrobat PDF forms
- File formats & CAT/TMS: Phrase/Memsource, IDML, DOCX/PPTX/PDF, XML/XLIFF; file preparation for translation
- Coordination: Jira, effort estimation, prioritization, deadline tracking and early risk flagging
- Desktop Publishing: Adobe InDesign, Illustrator, Photoshop, XD, Acrobat

## EXPERIENCE

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### Apertera (formerly Alexa Translations)

Sep 2023 – Present

Mid Desktop Publishing Specialist (Jul 2026 – Present) · Junior Desktop Publishing Specialist (Sep 2023 – Jul 2026) · Remote

- Deliver DTP production, formatting QA and accessibility (AODA) work on Banking Notes and other regulated financial content, within a distributed team alongside a Team Lead and a PM
- Built a DTP Estimator app that analyzes source files (PDF, DOCX, PPTX, IDML) and estimates pre- and post-translation DTP hours; calibrated it against real jobs and used the results to update the team's estimation guidelines
- Built and maintain a Banking & Finance Document QA Checklist (20 checks across terminology, numbers and formatting), also shared as a free public resource
- Developed Word macros that automate QA (including tag detection and automated QA for accessibility work) and repetitive production steps
- Track and coordinate work in Jira; received the "Collaborative" core value award (Oct 2026)

### Qabiria

Nov 2019 – Dec 2020

Translation Project Manager & Spanish Translator · Barcelona

- Project-managed language service projects independently end to end: resource planning (linguists, budget, timing) and cost structure against project objectives
- Proactively identified delivery risks across linguist teams and resolved gaps to protect quality and timelines

### Freelance Translation & DTP

Spain & France (remote) · December 2016 – September 2023

- Desktop Publishing Specialist for LSPs and agencies, including TTS Nordika, Acolad Group, LocalVersion, and Cálamó & Cran: layout and formatting of localized written, visual, and audiovisual material in Adobe InDesign, Photoshop, Illustrator, and XD; subtitling for LocalVersion
- Independently managed a multi-client workload for agencies and direct clients: scheduling, prioritization, client communication and on-time delivery across concurrent projects
- Translator between Italian, French and Spanish (mainly into Spanish) for direct clients and agencies, including LEXCELERA, Creative Words, Vinoselección, Booking.com, treeloc, and Precise, across legal, marketing, and web/product content

### Earlier experience

- Spanish & French Translator, Secretariat of International Affairs — University of Buenos Aires (2018 – 2019)
- Project Manager (PMO), Students & Graduates Department — Law School, University of Buenos Aires (2013 – 2018)

EDUCATION

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| <b>Master's in Translation Technologies (Tradumática)</b><br><i>Universitat Autònoma de Barcelona (UAB)</i> <ul style="list-style-type: none"><li>• Coursework: localization (web, software, apps, multimedia), translation automation, file formats and standards (XML/XLIFF), CMS, CAT tools, quality control and review, translation project management</li></ul> | 2019 – 2020 |
| <b>Master's in Editorial Design and Digital Publications</b><br><i>ESdesign Barcelona</i>                                                                                                                                                                                                                                                                            | 2024 – 2025 |
| <b>Bachelor's in Translation &amp; Interpretation — Legal Translator (French)</b><br><i>University of Buenos Aires</i>                                                                                                                                                                                                                                               | 2013 – 2018 |

CERTIFICATIONS & TRAINING

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- AI Fluency Framework & Foundations — Anthropic, 2026
- Claude Code 101 — Anthropic, 2026
- Automated Editorial Design with Adobe InDesign — Domestika, 2026
- IBM UX Design Professional Certificate — completed, certificate pending, 2026
- Google Project Management Professional Certificate — in progress
- Introduction to Agile Development and Scrum — IBM, 2026
- Root Cause Analysis: Principles and Benefits — Coursera, 2026
- UI/UX Wireframing and Prototyping with Figma; Generative AI for UX/UI Design — SkillUp, 2026
- Dynamic PDF Forms with Adobe Acrobat — ADR Formación, 2025

LANGUAGES

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- Spanish — Native
- Italian — Native-level (acquired from age 2)
- French — C1, works as FR>ES translator
- English — Full professional proficiency (C1), daily working language