

Breanna Jones

[linkedin.com/in/breanna-jones-933452106](https://www.linkedin.com/in/breanna-jones-933452106)
(541) 971-7346
buildwithbrejones@gmail.com

EDUCATION

Brigham Young University Master of Spanish Pedagogy

AUG 2021 - APR 2023
Provo, UT

- Principles of Foreign Language Teaching, Assessing Language & Culture, History of the Spanish Language

Brigham Young University Bachelor of Science and Arts: Exercise & Wellness, Spanish Translation

SEPT 2015 - AUG 2021
Provo, UT

- Final 3.84 GPA
- Dean's list Spring/Summer 2019 and 2020, Fall 2020, and Spring 2021

EXPERIENCE

Brigham Young University Student Instructor - SPAN 106

AUG 2021 - PRESENT
Provo, UT

- Facilitate learning daily in the classroom, in both groups of 6 and 20.
- Grade material submitted by 25 students and give feedback to help them attain intermediate level proficiency of Spanish.

F45 Training Personal Trainer

JAN 2021 - PRESENT
Lindon, UT

- Coach group fitness classes in-studio and motivate members outside of the studio.
- Give personal cues to each member to encourage safety.
- Motivate and encourage the class on a group and individual level throughout the workout.
- Work as a team with other coaches to facilitate a safe and welcoming environment for those looking to make a health shift in their life.

Active Academy Founder

AUG 2020 - PRESENT
Orem, UT

- Individual training sessions with two personal clients each week.
- Individualized workout programs set with specific client goals in mind.
- Published videos and online content about various health topics including nutrition, exercise, stress management, and ergonomics.

Brigham Young University Teaching Assistant

JAN 2020 - APR 2021
Provo, UT

- Guide and motivate 7 students to achieve goals to learn medical Spanish and theory of interpretation.
- Guide and motivate 50 students to achieve goals to learn translation techniques.
- Guide and motivate 20 students to achieve goals to manage and work together as a team for various projects.
- Grade assignments for accuracy and adequate use of Spanish medical terminology within 48 hours of submission.

SKILLS

Bridging the Gap certified

Experienced SDL Trados, Lingo, Fluency, Wordfast

Post-editing MT (different levels)

Evaluating translation quality according to industry standards

Effective communication with PMs, translators, reviewers, clients

Translation project planning & management

Experienced with translation industry standards

Linguistic asset management

SWOT analysis

Troubleshooting software

Familiarity with HTML and XML

Excellent Customer Service

Leadership

Goal Setting and Achievement

LANGUAGES

English, Spanish

- Correct grammar and pronunciation mistakes in assignments.
- Respond to students' emails concerning course material and logistics of course within 24 hours.

Same Day Translations, LLC
Intern

MAY 2020 - DEC 2020
Provo, UT

- Manage translation projects between clients and independent contractors.
- Locate and apply for Government Contract opportunities.
- Assist with the marketing team in identifying clients and maintaining good relations with them, as well as contacting them for future assignments.

BYU Enrollment Services
Student Associate

OCT 2018 - JAN 2020
Provo, UT

- Learned information about multiple services provided to students at BYU.
- Answered student questions about services including financial, registration, and admissions in both English and Spanish.
- Received a score of 10/10 in strictly following protocol, confidently providing accurate information, and professionally providing customer service.
- Earned Outstanding Service Award in April 2019.

Baskin Robbins
Manager

SEPT 2018 - NOV 2019
Provo, UT

- Advanced from crew member to manager in the span of 3 months.
- Increased efficiency of crew members by training them in company protocols, procedures, and standards.
- Adapted to and improved performance based on customer reviews and surveys.
- Implemented a new system for employee communications and scheduling.
- Created lasting relationships with returned guests and crew members by remembering individuals' names, orders, following up on past conversations, and greeting them outside the workplace.