Kristen Le Guen 7244 York Avenue South #125 Edina, Minnesota 55435

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Professional Experience

Nov. 2104 - current Part-time Fragrance Sales
Bon-Ton Stores, Inc./Herbergers

Part-time Retail Sales Fragrance Specialist at Herbergers- Edina. Responsible for sales, stockage, customer relations in the Fragrance Department. Certified training through Chanel, YSL, Dior, Ralph Lauren, Strivectin, among others. Consistently meet and exceed sales goals.

Dec. 2010 – current Translator/Interpreter/English Teacher My American Friend

Status auto-entrepreneur, independent translator, interpreter, transcriber and English teacher. Translation of all types of media, web sites, text for several companies in France, Canada, and Africa. Transcription/Translation services as well as Interpreter for several companies in USA and Africa. Previously was a private English teacher for children aged 7-14 in the Cannes, France area. Contracted Business English teacher ESL hired by several language centers (CFL, Amalthee-Lingua, Acadomia, Cours DeClic) to work with adults in their place of business in the South of France.

Jan 2010 – Sept 2010 Sales Assistant AVL Prestige

Sales assistant for Real Estate company specializing in luxury home sales. Receive and show luxury properties to English and French speaking clients from Monaco to Marseilles. Interpreter working in liaison between real estate buyers and sellers. Translation of all web site text and all communications into English. Receive calls, organize visits, communications for potential clients.

Sept 2007- Jan 2010

Translator/Editor
PROMEP Sarl de Presse

NESS Magazine, principal translator for bilingual magazine (French/English); articles, communication, advertising; translation for Mondiale Spa and Beauty trade show and NESS and CABINES Magazine web sites.

May 2007 – Jan 2010

Translator/ Interpreter/ Sales Assistant Sybaritic-Europe

In charge of "My Cocoon" during the Cannes Film Festival and Cannes Jumping Festival, a health and wellness machine presented at "Spa des Stars". Demonstrations in English and French of treatments, meeting/greeting important clients. Translation of brochures, advertisements, communication; Interpreter during large tradeshows and events in English.

Jan 2001 – Jan 2010

Translator/ Interpreter/ Sales Assistant Sybaritic USA

Translation of advertising, brochures, communications, scientific studies, web site text, etc. from French to English.

Translator and sales assistant/ hostess during large tradeshows: Millionaire Fair, iSpa, Cosmoprof, Nouvelles Esthetiques, etc.

Feb. 2001 – Nov. 2003

Co-Owner

Adventure Parties, Inc.

Co-owner of small business that organizes theme parties for children in Minneapolis and Chicago.

Creation of business plan, development research, client relations, supply and inventory management, advertising, order placement.

I stopped working when I moved to France in 2003 but still provide assistance when needed.

July 1993 – May 1996

Office Assistant/ Personal Assistant Masters Restaurants Associates, Inc.

Office Manager for a Restaurant Management Company that owns 7 restaurants in Minneapolis. Coordinate large reservations, staff management, inventory, reception, hosting.

Personal Assistant to the President, in charge of inventory and communication between the President, Staff, and Accounting.

Sept. 1992- June 1993

English Teacher

Choi School, Seoul South Korea

English teacher during one full school year for children aged 5 to 10 years at a private school in Seoul.

Manager Café Amore

Manager in charge of 5 employees, recruiting, inventory, deposits, client service, planning. Awarded "Employee of the Year" in 1991.

Diplomas and Training

Dec. 2010 TOEFL Certification

Feb. 2004 – July 2005 Marie de Paris (3ème arrondissement)

Français pour les Étrangers Niveaux 2 & 3

Sept 2000 – June 2001 Home Staging Certification

Sept 1987 – June 1992 University of Minnesota

4 yrs Child Psychology, Minor French

Languages and Computer Skills

English: native language

French: bi-lingual

Spanish & Italian: comprehension

Office for Windows PC and MAC, iPhoto, iWeb, Adobe Photoshop, Trados, Expert dactylographic with English and French keyboards

Minnesota Drivers Licence no. S899183177926

Currently living in Edina, MN with my husband and two children

References:

Jennifer Boehlke (612) 802-6690 Founding Consultant Indigo Insights indigoinsights@me.com Tonya Schaaf (952)926-3004 Ext. 4016 Assistant Store Manager Edina Herbergers Tonya.Schaaf@bonton.com Stephen Daffer (952) 888-8282 President Sybaritic, Inc. sdaffer@sybariticinc.com Christophe Cronier +33134721000 President Beauty Tech c.cronier@beauty-tech.fr Roland Buffet +33674390638 President PROMEP info@cabines.fr Aldo Goy +33494957441 President Amalthee-Lingua info@amalthee-lingua.com Magali Cadieux 514-923-0530 Advertising Director GLM magali@glmktg.com John Rimarcik-(612) 339-2404 President Masters Restaurants Associates Inc.