

CURRICULUM VITAE

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Work experience

2009-present

Freelance translator Hieronymus Vertalingen

Translations French-Dutch and English-Dutch.

Other activities: revision, editing and proofreading.

Specialization areas: business correspondence, (e-) marketing, management, tourism, art & culture, popular science, education, literature & poetry.

Examples of translation projects French-Dutch:

- Company brochure humanitarian organization
- Gastronomic menus
- Website and company brochure horse breeding farm
- Touristic websites
- Poems and descriptions of photographic artwork for an art gallery

Examples of translation projects English-Dutch:

- Company surveys
- Customer reviews touristic websites
- Educational youth book about contemporary history
- Press releases
- Gaming applications large social networking site
- Brochure and website prominent e-marketing company

Sworn at court of 's-Hertogenbosch for combination French-Dutch.

2008-2009

Communication co-operator Belgium/translator

Schoenenreus BV, Uden

Tasks:

- Translation of all business correspondence from and into French
- First contact point with Walloon (French) chain stores, link position between them and different departments within the head office
- Assistance of French language training of staff
- Writing and distributing of weekly news bulletin for all 1000 employees (Dutch and French)
- Updating of general manual
- Supporting office of executive secretary
- Member and final responsible of staff magazine and staff association

2007-2008

Account Manager/translator at translation agency

Esperanto BV, Arnhem

Tasks:

- Translation from French and English into Dutch
- Planning and coordination of translation projects
- Accepting, processing and scheduling of new projects

- Quality check of translations regarding style, grammar, spelling errors, lay out, client's wishes and target group
- Maintaining contact with clients and network of freelance translators
- Handling client's complaints about translations
- Course in translation tool (Trados) and implementation thereof within quality process

Language knowledge

Dutch mother tongue
 French & English fluent

Education

2006-2007 Master Translation Studies, department of French Language and Culture, University of Utrecht, graduated
 01/2005-07/2005 Erasmus Study trip at *Université d'Avignon et des Pays de Vaucluse*, Avignon, France
 2001-2006 Master French Language and Culture, Radboud University, Nijmegen, graduated

Theses

2007 « *Kourouma ou la galette aux deux faces braisées* », Allah n'est pas obligé : *Une approche historique et glottopolitique*. ("Kourouma or the two-sided baked waffle", Allah is not obliged: A historical and glottopolitical approach).
 2006 *La novellisation, le retour d'un art soumis ?* (Novellisation, the return of a subordinate art?)

Extracurricular activities

2004 Teaching practice at secondary school Mozaïek College in Arnhem, Netherlands
 2002-2003 Member of educational committee of faculty of French Language and Culture, Radboud University, Nijmegen

Spare time

Sports, reading, painting, gardening, cooking and travelling.