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Date of birth: 15.06.1984
Place of birth: Paris, France

Field of activity

Language	English and german into french
Expertise	Translation, localisation Copywriting, editing of contents DTP-translation on QuarkXpress, Adobe Indesign, Illustrator, Photoshop Revision available texts: grammar and punctuation correction (proofreading), stylistic structure and uniformity (editing), contents evaluation Text reviewing according to CI standards and target group exigences Text arrangement and formating Cross-language and cultural evaluation, project evaluation
Specialization	Advertising / DTP / Marketing / PR Correspondence / General and business text Product description / Manual Human Ressources / Personal training
Work tools	Windows (Parallels-Desktop) and Mac OSX MS Office Pack, QuarkXPress, Indesign, Adobe Illustrator, Photoshop
Proz profil	http://www.proz.com/translator/1158475

Recent translation and editing project

JYSK SA	Commercial and advertising copywriting and proofreading (DTP): catalogue, prospectus, flyers, logo and claims Web site localisation and editing PR-Contents translation, editing, designing and management (DTP): magazine, newsletter, presentation, booklet
Dänisches Bettenlager GmbH	Business document translation, creation and designing: presentation, correspondence, booklet Translation of human ressources contents: application documents, correspondence, jobs description, manual, training courses Legal documents proofreading
Data Becker GmbH	web software revision and arrangement User manual correction web site test translation and reviewing Public Relations and packaging contents translation
Bettenwelt GmbH	Product description translation and proofreading Packaging and labels translation and proofreading (DTP)
Übersetzbar	Training supports translation Advertising proofreading
Mondo Services S.L	Correspondance translation

Professional experience

2006-2008	Executive Board Assistant / Internal journalist <i>Dänisches Bettenlager GmbH</i> , Handewitt
2005-2006	Translator (german - french) of the Department Human Resources <i>Dänisches Bettenlager GmbH</i> , Handewitt
2005-2006	Internship, <i>Offener Kanal</i> , Flensburg Production, shooting, dubbing and subheading from audio and video clips
2005	Internship at the local editorial staff „Flensburger Tageblatt“, <i>Schleswig-Holsteinischer Zeitungsverlag GmbH</i> , Flensburg Maintenance of newspaper column, creation of reports
2004	Chairwoman and communication representative, NPO <i>Madurai</i> , St Nazaire Not-for-profit activity to help homeless kids in India
2004	Internship at a bookshop, <i>Forum Culture</i> , Saint Nazaire
2003	Internship at a communication and advertising agency <i>A. G Com'Services</i> , Saint Nazaire Creation of promotion materials, logos, headlines, business cards, T-shirts etc.

Education and training

2010	Business start-up workshop, Epikur Bildungshaus, Berlin
2008-2009	Travel around Australia
2008	Adobe Illustrator CS workshop, Volkshochschule Norderstedt
2006-2008	Correspondence degree course of Journalism Study, CNFDI Paris
2004-2005	DUETI degree, Fachhochschule Flensburg Major: translation, international and professional communication
2002-2004	DUT degree, university Saint Nazaire Major: commerce and communication techniques
2000-2002	University-entrance diploma, secondary school St Louis, Pont l'Abbée d'Arnoult Economy / specialisation mathematics

Skill and competence

Language	French: mother tongue German: fluent in spoken and written English: fluent in spoken and written
Social skills	Outstanding ability to work in a team and good way with people High flexibility in intercultural situation Pronounced communication and mediation ability
Organisation competences	Self-dependent Capacity of making decisions and willingness to perform Accuracy and on schedule
Informatics	Microsoft Office Pack, Lotus Notes Graphic- and DTP Softwares QuarkXpress, Indesign, Illustrator, Photoshop I use to work with Mac, Windows and Parallels Desktop