

CV :

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Personal information :

Date of birth : 25.07.1980
Place of birth : Stavelot
Marital status: single

Educational background:

- 10/04 - 06/05 ***Certificate of achievement in training unit :***
Communication (CAP/ Certificate of Professional Aptitude-
training unit UF 10 : communication)

VERVIERS INSTITUTE FOR THE ADVANCEMENT OF SOCIAL
STUDIES, WAIMES
Avenue Jardin Ecole, 87 4820 Dison
- 09/04- 03/05 ***Office automation training*** (secretarial work- office
automation- typing)

VERVIERS FOREM REGIONAL TRAINING DEPARTMENT
Place des Arsilliers, 9 4960 Malmedy
- 09/98 – 09/03 ***University degree in translation***(German-Spanish-French)
Translation graduate: option “multidisciplinary translation”
Thesis (2 parts - an introduction : a written presentation in Spanish on:
“los factores de la identidad gitana”, - a translation into French from a
chapter in Josep Crivillé I Bargallo's book: “la historia
de la música española”)

ISTI (HIGHER INSTITUTE OF TRANSLATORS AND
INTERPRETERS) BRUSSELS HIGHER SCHOOL OF EDUCATION
Rue J. Hazard, 34 1180 Brussels
- 04/03 – 05/03 Apprenticeship at Electrabel S.A. (gas and electricity company)
as part of my studies
Translation of minutes from French into German

ELECTRABEL MALMEDY
Rue Saint-Quirin, 10 4960 Malmedy

09/92 – 06/98 **CESS (Certificate in Higher Specialised Studies at Stavelot Royal Atheneum)** (Option : modern languages : Spanish + German)

STAVELOT ROYAL ATHENEUM
Haute Levée, 3 4970 Stavelot

Work experience:

04/11- 11/11 Project leader (DE-FR translations)

Translation Agency Toptranslation in Hamburg:

- Customer offer preparation
- Translator recruitment
- Customer invoice preparation
- Proofreading texts translated into French
- Customer contact (spoken and written)
- Translation of small texts into French

07/06 -..... Translator for Joskin S.A. (Manufacturer of agricultural machinery such as slurry tankers and skips)
Translation of instruction manuals from French into German and French into Spanish.
Translation of internal company administrative documents (letters, purchase orders, disputes etc) from German into French.

Still working with Joskin

JOSKIN S.A.
Rue de Wergifosse, 39 4630 Soumagne

09/06 – 06/07 Spanish teacher (evening course for beginners: 3 hours per week) in Bütgenbach

INSTITUT FÜR WEITERBILDUNG BÜTCHGENBACH
(BÜTCHGENBACH INSTITUTE OF FURTHER EDUCATION)
Nidrum, Kirchstraße, 7 4700 Bütgenbach

01/06- 03/06 German teacher at Vielsalm Royal Atheneum (beginners' course:18 hours per week)

VIELSALM ROYAL ATHENEUM
Les Grands Champs, 18 A 6690 Vielsalm

09/05– 12/05 French teacher at Eupen Royal Atheneum (beginners' course: 24 hours per week)

EUPEN ROYAL ATHENEUM
Lascheterweg, 25 4700 Eupen

09/04 – 05/05 Spanish teacher (evening course for beginners: 3 hours per week) in Verviers

VERVIERS IPES (Secondary Education Preparation Institute)
Rue P. de Clermont, 104 4800 Verviers

- 09/04 – 06/05 German teacher (beginners' course: 3 hours per week) in Vielsalm
 VIELSALM ISC
 Rue des Chars à Boeufs, 12 6690 Vielsalm
- 09/04 – 06/05 German teacher (beginners' course) in Lierneux municipality
- 10/04-11/04 German teacher (beginners' course: 6 hours per week) in Vielsalm
 EVENING COURSE VIELSALM
 Rue des Ch Ardennais, 1 6690 Vielsalm
- 03/04– 04/04 German teacher (beginners' course: 12 hours per week) in Welkenraedt
 WELKENRAEDT SAINT JOSEPH INSTITUTE
 Rue de l'Eglise, 33 4840 Welkenraedt
- 04/04– 05/04 German teacher (beginners' course: 12 hours per week) in Verviers
 VERVIERS ROYAL ATHENEUM THIL LORRAIN
 Rue Thil Lorrain, 1-3 4800 Verviers

Linguistic study periods:

- 12/03 – 02/04 Goethe Institut Düsseldorf (higher level)
 03/01 – 04/01 University of Málaga
 11/00– 12/00 Goethe Institut Murnau (intermediate level)

Professional internships:

- August 2001 Translator for the Eastern Cantons Tourism Office in Eupen (translation of tourist brochures from French into German + customer contact)
 VERKEHRSAMT DER OSTKANTONE EUPEN (Eastern Cantons Tourism Office in Eupen)
 Monschauer Straße, 151
 4700 Eupen
- August 2000 Translator for the Eastern Cantons Tourism Office in Saint-Vith (translation of tourist brochures from French into German + customer contact)
 VERKEHRSAMT DER OSTKANTONE SANKT VITH (Eastern Cantons Tourism Office in Saint-Vith)
 Mühlenbachstraße, 2
 4780 Sankt Vith

Specialist knowledge:

- Good knowledge (Word and Windows)
- Good knowledge- Trados Studio 2019 translation software + MemoQ + Across
- Basic knowledge : Excel

Hobbies:

- ✚ Cycling
- ✚ Trumpet
- ✚ Reading

My key strengths:

Exacting, independent, resolute