

Simone Kaiser, MA

simone.kaiser@hotmail.com
(+1) 312-508-0242

Nationality Austrian

Education

- since Aug. 2013 **Master's program of European Union Studies**
University of Illinois at Champaign-Urbana, U.S.
- July 2013 **Graduation with a MA in Conference Interpreting** (French and Spanish)
University of Graz, Austria
- Feb. – June 2011 **Study abroad semester within the Erasmus exchange program**
University of Vigo, Spain
- Oct. 2010 **Graduation with a BA in Transcultural Communication** (including French and Spanish)
University of Graz, Austria

Work experience

Tour guide and interpreter

since Sept. 2010
Travel agency *AGRIA Tours*
Europapark 1, 8412 Allerheiligen /Wlldon (Austria)

Market researcher

Sept. 2010 – Sept. 2011
Market research institute *TNS Infratest Italia*
Via Bolama 11/3-13 - 20126 – Milano (Italy)
personal interviews, opinion survey

Journalistic Internship

Oct. 2009 – April 2010
Radio Soundportal
Friedrichgasse 27, 8010 Graz (Austria)
Newsgathering, article editing, interviews, press conferences, sound editing

Internship at the Austrian Cultural Forum, Embassy of Austria in Washington, D.C.

Jan. 2010 – Feb. 2010
Embassy of Austria, Washington, D.C.
3524 International Court, N.W., 20008 Washington D.C. (USA)
correspondence, administrative tasks, program editing

Foreign language assistant

Oct. 2008 – April 2009
Académie de Toulouse, High School Lycée International Victor Hugo
Boulevard Victor Hugo, 31770 Colomiers (France)

Receptionist

July 2008 – Sept. 2008
Hotel Cortijo Las Piletas
Apdo.559, 29400 Ronda (Málaga) (Spain)
administrative tasks, records and bookkeeping, translations, receiving guests at the front desk

Tourist guide	<p>June 2005 – Sept. 2011</p> <p>Abbey-museum <i>Augustiner Chorherrenstift St. Florian</i> Stiftsberg 1, 4490 St. Florian (Austria)</p> <p>Guided tours of the abbey St.Florian in German, English, French and Spanish. Translations</p>
Papers and research	<p>“The Terminology of Oyster Farming in German and French. A Contrastive Analysis” (original title: Die Terminologie der Austernzucht im Deutschen und Französischen. Eine kontrastive Darstellung”)</p> <p>Master thesis, 136 pp., 2013</p> <p>“Do you know Hoffmann? <i>Le mirage allemand</i> in the French translation of The Nutcracker and the Mouse King” (original title: “Connaissez-vous Hoffmann? <i>Le mirage allemand</i> in der französischen Übersetzung von Nußknacker und Mausekönig”)</p> <p>Bachelor thesis, 50 pp., 2010</p>
Personal skills and competences	
Mother tongue	German
Other languages	<p>English very advanced</p> <p>French fluent</p> <p>Spanish fluent</p> <p>Italian intermediate</p> <p>Portuguese beginner</p>
Social skills and competences	<p>ability to successfully work in a team as well as on my own</p> <p>excellent communication skills</p> <p>enthusiasm for continuing education, career ambition</p> <p>flexibility, willingness to accept mobility opportunities</p>
Computer skills	<p>MS- Office, basic LaTeX skills</p> <p>SDL MultiTerm</p> <p>maintenance and updating of websites using Joomla and wordpress</p> <p>Final Cut Pro, Audacity</p>
Artistic skills	<p>piano, guitar</p> <p>training in ballet, modern dance and tap dance, bronze badge in ballroom dancing</p>
Other skills and competences	<p>trained language teacher (German as a Foreign/ Second Language)</p> <p>journalistic and editorial experience</p> <p>volunteer at concerts and other cultural events (e.g. during Linz’ year as European Capital of Culture 2009)</p>