

QUALIFIED TRANSLATOR

ENGLISH to FRENCH

Katia SAKOSCHEK

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COMPETENCES

Translation and editing, general and technical texts:

- Press articles
- Commercial booklets
- Letters
- Users guides
- Minutes...

Specializations:

- Health, wellness and nutrition
- Business, marketing
- Environment, ecology

COMPUTER SKILLS

- SDL Trados Studio 2015
- Microsoft Office 2013
- Adobe Acrobat XI

WORK EXPERIENCE

2014 **Freelance technical translator**

1994-2005 **Bilingual personal assistant, numerous English>French translations:**

- Expert reports
- Pleadings, judgments
- Letters and minutes of meetings in the field of health and safety at work
- Minutes of Board and Shareholders meetings
- Articles of association
- Commercial contracts
- Letters, speeches...

Clifford Chance Law Firm, environmental law / **ECFIA** – European Ceramic Fibre Industry Association (for health and safety at work), <http://www.ecfia.eu/ecfia.htm>, Paris (France).

Barbé Carpentier Thibaut Groener Law Firm, Paris (France), business law, social law.

EDUCATION

2014 **Technical Translator Diploma**, English to French, 5-year degree, *CI3M*, Cesson-Sévigné (France).
Documentary and terminological research, translation techniques, proofreading/editing.

1993 **Master of Business Administration**, *European University*, Clamart (France).
Thesis on renewable sources of energy in France.

OTHER EXPERIENCES

2015 **Copy editor** for a monthly newsletter (14 pages) issued by a regional parents council, *FCPE 13*, Bouches du Rhône (France).

1987-1988 **Exchange student** in Goodridge, Minnesota (USA) as a high school senior and college student.