

Manon Ribas

DETAIL-ORIENTED ENGLISH/SPANISH INTO FRENCH TRANSLATOR

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PROFESSIONAL SKILLS

- Translation
- Proofreading/Bilingual or monolingual revision
- Translation project management

Audiovisual sector:

- Translation and adaptation from scripts, from English/Spanish into French: documentaries and series
- Adapting the script with the timecodes to comply with the reading speed of subtitles
- Revision and correction of subtitles already translated into French

LANGUAGES

French: Native language

English: Advanced level

Spanish: Advanced level

Mandarin Chinese: Basic knowledge

ACHIEVEMENTS

UN Office for the Coordination of Humanitarian Affairs (OCHA) | March 2019

✓ Participation in the translation/revision of the UNDAC Field Handbook content (7th edition) from English into French

✓ Translation from English into French of a personalized poetry book for children on the theme of Christmas

WORK EXPERIENCE

QUALITY CONTROLLER ENGLISH<>FRENCH

February & March 2020

- Quality control of financial and legal documents as the final step before delivery to the client:
 - Check of terminology compliance with glossaries and translation memories, typing and punctuation errors, page setting

ENGLISH/SPANISH>FRENCH FREELANCE TRANSLATOR AND PROOFREADER

October 2018 - Today

- General and technical translation of specialized documents
- Audiovisual translation: documentaries, series, scripts
- Voluntary translation/revision - Translators without Borders (TWB)
- Proofreading

LEGAL TRANSLATOR

April 2018 - June 2018

- EN>FR translation of legal material: birth certificates, acts of dissolution of marriage, pleadings of prosecution office, police records, judgments, contracts
- Bilingual and monolingual proofreading of legal and administrative documents

TRANSLATOR

January 2018 - March 2018

- EN>FR and ES>FR translation in the following fields: marketing, commercial and medical
- Proofreading

TRANSLATOR

Barcelona, Spain | April 2017 - June 2017

- EN>FR and ES>FR translation: user's manual, commercial documents, website
- Proofreading

EDUCATION AND TRAINING

Paul Valéry University, Montpellier, FRANCE | 2016-2018

Master's Degree in Translation

Paul Valéry University, Montpellier, FRANCE | 2013-2016

Bachelor's Degree in Applied Foreign Languages

OTHER SKILLS

Computing skills

Microsoft Word, Excel
SDL Trados Studio 2019
Ooona
Aegisub