

**Annaelle AUBERT**  
Trilingual French-English-Spanish

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French / Driving licence

## Legal and Financial Translator

- Translation and proofreading of financial documents such as financial statements.
- Translation and proofreading of legal documents such as staff rules or regulations.
- Workload and time management.
- Creation and updating of databases.
- Quality control.
- Daily use of SDL Trados Studio 2019.
- Very good command of Excel, PowerPoint, SharePoint.
- Pro active and solution oriented.
- Excellent communication skills.

## PROFESSIONAL EXPERIENCES

<b>2019</b>	Call centre agent	Expectra, Lyon <i>Recruitment firm</i>
<b>2018</b>	Translator	Over the Word, Lyon <i>Translation agency</i>
<b>2015-2016</b>	English teacher	Private, Lyon <i>Individual course</i>

## ACADEMIC BACKGROUND

<b>2016-2018</b>	Master in Translation and Interpretation <i>Master Traducteur Commercial et Juridique</i> English-Spanish	University Jean Moulin Lyon 3 Universidad de Alicante (Spain)
<b>2013-2016</b>	Bachelor of Arts in Foreign Languages English-Spanish	University Jean Moulin Lyon 3

## LANGUAGES

French Mother tongue  
English C2  
Spanish C2  
German (notions)

## IT SKILLS

SDL Trados Studio daily use  
Word daily use  
Excel good command  
Powerpoint good command

## LOISIRS

Science  
Financial and institutional translation  
Cinema and TV shows in VO  
Foreign press