

# Odile Breuvert

French mother tongue, fully fluent in English, intermediate Dutch



## Linguist & Tutor, helping learners gain confidence in French Audio-transcription and freelance production

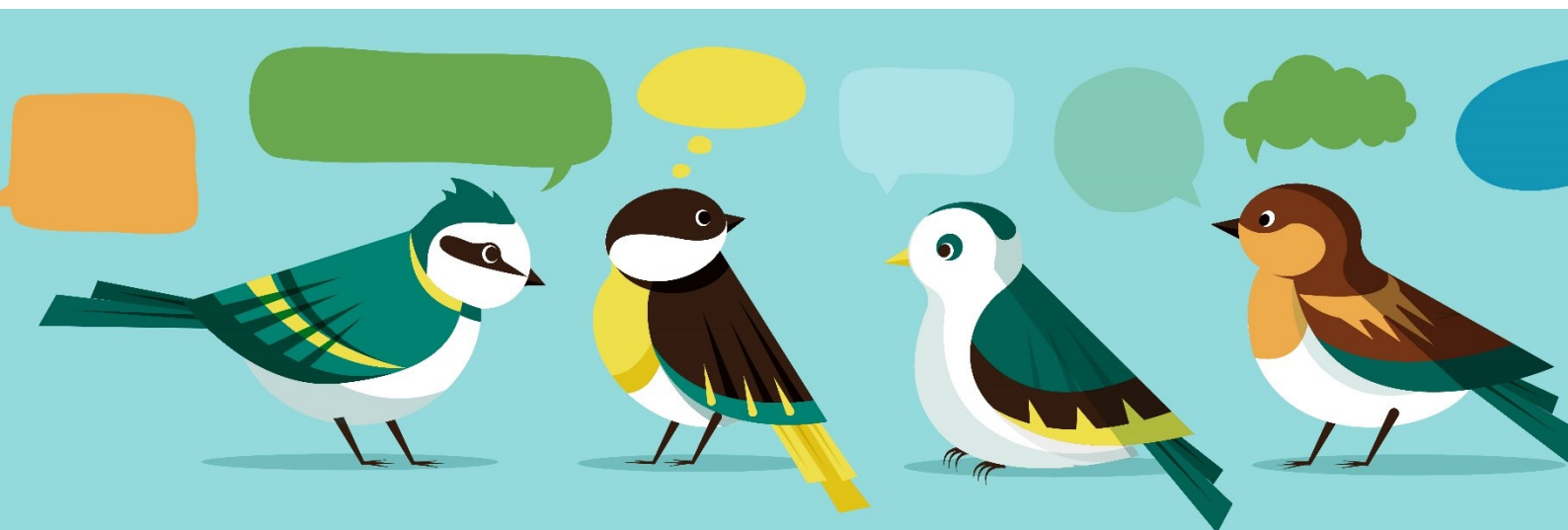
- *Licence Langues et Cultures Étrangères, spécialité anglais (Bachelor of Arts), France: phonetics, grammar, linguistics, translation, civilisation & literature. Second language: Dutch. Introduction to teaching, 2013*
- *Social Science Diploma, Open University, England, 2012*
- *Certificate in essentials for Interpreters, from the Refugee Legal Centre in Leeds, 2005*
- *Baccalauréat scientifique (A levels), France. specialisation: biology, 1986*

## TUITION & CONVERSATION

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Tutoring tailored to different learners' needs. 1987-Now

- native-speaker conversation
  - one to one or group
  - beginners to advanced
  - online platform or physical class or cafe
  - exam-focused to dilettante
  - professionals, unemployed, students
  - private or community-based
  - 'Walk & Talk' concept
- ✓ 'Le Club Français' in varied Leeds primary schools,
  - ✓ Nuncq community center, AREP Baudimont college in Calais, France
  - ✓ at home, tutoring for maths, English and French, in preparation for GCSEs
  - ✓ online teaching platforms with conversation lessons for a worldwide audience
  - ✓ creation of a local French conversation group in Leeds



## TRANSLATION & EDITION

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- English/Dutch to French translation, transcreation & subtitling. Since 2006
- Machine translation post-edition, copywriting & audiotyping
- Interpreter

Specialisms:

- *corporate, financial, legal*
- *medical, pharmaceutical & marketing*
- *food, livestock & agricultural*

Varied clients: UPL, NCR, BVA, Wheaton, Teradata, William Hill, ENGIE Fabricom, Euro competitions, Ferrari, A+A, SMC, GoLivePhone, City of Antwerp, Picanol, Schippers, Holland & Barrett, dentsu etc. Hogarth Worldwide Limited, Take 1 TV, Bristol Translation Services, etc.

**A Proz.com Certified PRO network member:**

<https://www.proz.com/translator/579662>

**Software: Trados Studio 2021 Freelance, Phrase, etc.**

>Interpreter for the Refugee and Migrant Justice in Leeds and Talking Heads in Sheffield, U.K. for asylum-seekers' preliminary interviews. Over the phone, in offices or hospitals. 2000-2008

## ADMINISTRATING & MANAGING

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- Administrator for various companies from the banking, legal and education sector. Lloyds TSB, Halifax, Leeds & Holbeck building society, Serious Fraud D.S.S., College of Art and Design, Fusion. 1997-2006
  - Self-employment thanks to an entrepreneurial mindset with skills such as innovation, risk-taking, and decision-making. 2006 to now
- Data entry, filing, transcribing from audio files, running errands, distributing post, answering calls
  - Client satisfaction & communication, building a good reputation
  - Acting proactively and staying motivated even when facing setbacks or challenges
  - Keeping track of projects deadlines, budgeting, invoicing
  - Adapting to client needs, learning AI-based tasks, problem-solving
  - Planning my own tasks and using time effectively to produce high quality work. Meeting deadlines
  - Promoting my services and persuading potential clients. Building and maintaining professional relationships for new collaborations

## PERSONAL CONTRIBUTIONS

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- ✓ Raising funds, walking for 'The Samaritans, helping in The British Heart Foundation and Cancer Research charity shops
- ✓ Holding the welcome desk, and helping at a music festival for a local community centre, Chapel fm
- ✓ Singing for the Harmony choir & raising funds and awareness for refugees
- ✓ Helping with renovating, cleaning, etc. at Saint George's Crypt and for others needing help
- ✓ Creativity: blog & self-help journal writer
- ✓ Working on the farm family business, which equipped me with invaluable skills of observation, animal-care, and environment awareness