**Aurélie Chassac**

23 Phelps House

Felsham Road

SW15 1DF

Putney, London

07915115337

[aurelyk@gmail.com](mailto:aurelyk@gmail.com)

**WORK EXPERIENCE**

**June 2011 Translator for a private client (Tchek Republic)**

* Translating legal Operating Instructions from English into French

**May 2011 Translator for a private client (London)**

* Translating legal documents from Spanish to French and English to French

**2009-2011 Translator for a French Company (Unité Traduction)**

* In charge of translating legal documents from English into French with a total amount of 800 to 1200 words per day
* Team work

**2007-2009**  **Educational Assistant in State Education in Paris**

* In charge of teenagers aged 14 to 20 years old
* Liaising with parents, professors and students
* Security in and out the school
* Devising and implementing educational projects
* Experience of team work

**2006-2007**  **Social Worker in State Education with disabled children in Paris**

* In charge of children aged 12 to 16 years old with mental disabilities (autism, neuroses)
* Liaising with parents, professors and students
* Helping with homework
* Looking after children during free time, lunch time and class time
* Devising and implementing educational projects

**July 2006**  **Deputy Manager in an Holiday Camp in Spain**

* In charge of teenagers aged 14 to 18 years old
* Liaising with parents and children
* Devising and implementing educational projects
* Activity Leader
* Supervising meals, preparation
* Manage meetings with the team work every evening

**2004 to 2006 Trainee in Social Services in a Charity “La Ligue de l’Enseignement” in France**

* Observation of social workers with Rom Families
* Part of social workers team
* Activity Leader during sports activities with children aged 4 to 12 years old
* Preparation of sports activities with social workers

**EDUCATION**

2009: BA English Language and Literature (London)

2006 : Bachelor’s Degree in Social Working (Reims University France)

2005 : Social Studies Diploma obtained after two years at university (Reims, France)

2004 : Diploma For Youth Activity Leaders (Reims, France) (BAFA)

2002 : A-Levels majoring in Literature (Jean Jaurès High School, Reims, France)

**OTHER INFORMATION**

Languages : French (mother tongue), English (fluent), Spanish (fluent)

Excellent mastery of Microsoft Word and Excel

Driving licence

**INTERESTS**

Carribean Music, Culture and Social Dance since 2001

Yoga

**REFEREES**

Mrs VITRAC Miss De Paolis

School Director English Referee

Gaston Bachelard Technical School L’Ecole des Petits, Fulham

+33(0)145856929 07932702606