

RESUME

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Translation – Proofreading
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LANGUAGES

- French – (Mother Tongue)
- English – (Fluent)

WORK EXPERIENCE

January 2007 to present: *Freelance translator in a variety of fields including Education, Business, Technical, Health, IT, Environment, Human Rights, Economics, Diplomacy, Religion, Law, etc.*

Some documents translated:

December 2010

- *Combating violence against children in Africa (28,000 words)*
- *Oracle Software functionality manual (3,300 words)*
- *i-on 160EX Security System Installer Guide (6,000 words)*
- *Module 1A-Health and safety for all –Unit 6 Emergency Awareness and Response Instructor notes (9,000 words)*

- *Module 1A-Health and Safety for all 6 Unit 5 –Moving Around the Terminal – Do's and Do not's Instructor Notes (6,000 words)*
- *Uncitral arbitration (8,564 words)*

November 2010:

- *3000 Series Pressure Transmitters (2,886 words)*
- *Supply of High Rate Thickeners for Khouribga Mine Project (8,023)*
- *Electric Powered Screw Air Compressor (2,500 words)*

October 2010:

- *AGV Transcar LTC2-LX/-LC Operation and maintenance Manual (2,845 words)*

September:

- *Library and Archive Management (14,876 words)*
- *Development of Distance Learning at the University of Buea (3,500 words)*
- *Durban Review Conference-Geneva 2009 United Nations Against Racism: Dignity and Justice for all (8,947 words)*

June:

- *Newspaper articles "Retirement Preparation" and "Why am I a blood Donor" to be published in L'Effort camerounais magazine (7,897 words)*

May:

- *Control valves (18,877 words)*
- *Operation maintenance for Gear Pumps - Compressed Air Conditioning - Pressure Filter Assembly - bronze Relief valves - Instructions for Electric Actuators (8,864 words)*

April:

- *Eleventh Meeting on the Air Traffic Service/Aeronautical Information Service/Search Rescue Sub-Group (ATS/AIS/SAR SG/11) Nairobi-Kenya 26-30 April 2010 (International Civil Aviation Organization)*
- *Transition to new ICAO Flight Plan Content (1,567 words)*
- *RVSM Operations and Monitoring Activities (2,138 words)*

March:

- *Crane Lifting Operations (12,000 words)*

February:

- *Unesco Chair for special Needs Education (SPE) (2,841 words)*
- *Psychology of Learning (25,022 words)*

January:

- *Curriculum Development and Evaluation (22,547 words)*
- *How to Increase your sperm count (559 words)*

December 2009:

- *Curriculum of Nursery and Primary Education (22,104 words)*

November 2009:

- *Food security in the IGAD Region Principles (2,696 words)*

October:

- *General pedagogy 73,086 words)*

September:

- *Introduction to Educational Technology (28,394 words)*

August:

- *Orthography and Identity in Cameroon*

February:

- *Intergenerational Equity (6,817 words)*

September 2008:

- *Notes on Employment contract (2;019 words)*

August:

- *Minutes of the 5th and 6th Board of Directors of CEFAM (10,536 words)*
- *By-Laws of the NGA MARINES SERVICES (Shipping Company) (5,143 words)*

RELEVANT TRAINING AND QUALIFICATIONS

June 2009: Master of Arts in Translation Studies, Advanced School of Translators and Interpreters (ASTI) University of Buea, Cameroon.

June 2006: Bachelor Degree in Bilingual Letters (English and French), University of Yaounde I, Cameroon.

WORKING TOOLS

Windows XP, Office 2003, 2007, 2010

Adobe Acrobat 9

Trados

Wordfast Pro

Internet

Termium

SDLX

OTHER RELEVANT SKILLS

Team Work, Project Management, Teaching, Hardworking, reliable and available

Reading, Sports, Music

TARRIFS (per source word)

TRANSLATION: 0.05 EUROS (Regular: 1-3000 words per day)

0.06 EUROS (RUSH: 1-4000 words per day)

PROOFREADING: 0.02 EUROS