



Andrea
Kearney

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Date of Birth: 17/07/1986 [Hungary]

Professional Experience

1. Technical Translator (Hungarian-English-Spanish)

NoWordLost – Spanish company based in Barcelona – [2016 – present, online]

Position: Translator Hungarian/English/Spanish

- Translating English and Spanish texts from/to Hungarian
- Proofreading Hungarian texts
- Incorporating legal and technical phraseology to ensure the correct translation is used
- Document editing
- Operating translation tools/software and other programs [e.g. memoQ, Wordfast, SDL Trados]

2. University Professor

Charles de Gaulle Université – Lille University – [2018 – 2021, Lille]

Position: English Professor

- English professor (French university students of Performing Arts, Music, Dance, Cinema, Modern Literature and Visual Arts)
 - Preparing teaching material for the semester and conducting classes (primarily in English)
 - Scheduling exams, (oral and written comprehension tests) preparing tests and grading
- Coordinator (English) for students of Music [2020 - 2021]
 - Conducting English lesson, scheduling evaluations and retake exams
 - Coordinating and communicating between administrative staff and students (primarily in French)

3. English Teacher

Colegio Sagrado Corzón – [2013 – 2016, Madrid]

Position: Language Assistant

- Main English subject teacher - Classes from pre-school to high school
- Assistant English subject teacher (pre-school and primary)
- Trainer of Cambridge English examinations [PET and KET]
- Examiner for ELC exams [2nd, 3rd, 4th of Primary] and BEDA [Beginners and Junior]

Iberidiomas – [2014 – 2016, Madrid]

Position: English Subject Teacher

- Planning and conducting English classes and evaluations (primary to high school)
- Preparing students to take Cambridge Exams (A1 to B2)

4. Boarding Master

École Jeannine Manuel (Bilingual High School) – [2016 – 2021, Lille]

Position: Boarding master

- Ensuring punctual completion of daily tasks (preparing for school, sleep times, etc.)
- Communicating with and amongst students, parents and director of boarding house
- Safeguarding and promoting the welfare and well-being of children by working within the school's pastoral care system

5. Ryanair Cabin Crew

Crewlink - [2009 – 2013, Madrid]

Position: Cabin Crew

- Cabin and Customer Service Agent
- Communication with passengers in Spanish, English, French and Hungarian

Education

Bachelor of Arts in English and American Studies – Distinction 1st Class Honours

Eszterházy Károly University [Eger, HUNGARY, Graduated in 2020]

- Philologist in English and American studies
- Specialisation - American English studies (Literature, Culture, Linguistics, History)
- Sub-specialisation – Hungarian Film and Media Studies

Highschool Diploma in IT

Széchenyi István High School [Mezőkövesd, HUNGARY, Graduated in 2006]

- Mastering Microsoft Office software (Word, Excel, Access and Power Point)
- IT specialization – Basic Programming

Languages

Hungarian – Native

English – Fluent

Spanish – Fluent

French – Intermediate

Computer Skills (Advanced)

MS Office – (Word, Excel, Outlook, PowerPoint, Access, OneNote)

Google Drive – (Docs, Sheets, Slides, Forms, Classroom)

Adobe Programs – (InDesign, Photoshop, Premier Pro, Effects)

References

Alexandra Scott – Project Manager [NoWordLost] - vendors@nowordlost.com

Matthew Kelly – English Coordinator [University of Lille] - matthew.kelly@univ-lille.fr

Graham Diedrichs – Director of Boarding School [EJM Lille] - g.diedrichs@ejm.net

More references can be made available upon request.