

PERSONAL INFORMATION

Name **MARIANA POP (SC TRADUCOM SRL)**
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Nationality Romanian

WORK EXPERIENCE

Dates (from - to) **2009 – 2023**
• Name and address of collaborating authority **TRANSLATION CENTRE FOR THE BODIES OF THE EUROPEAN UNION**
• Occupation or position held Contract-based Freelance Translator
• Main activities and responsibilities Linguistic services (translations, review, post-editing, terminology) related to EU affairs under framework contracts (English into Romanian) (detailed references provided on request)

Dates (from - to) **2008 – 2023**
• Name and address of collaborating authority **EUROPEAN COMMISSION, Directorate-General for Translation**
• Occupation or position held Contract-based Freelance Translator
• Main activities and responsibilities Translation of general, legal and other documents related to EU affairs under OMNIBUS-15, GEN07EN, LEG08-EN, TRAD-19-FL (detailed references provided on request)

Dates (from - to) **2002 – 2016**
• Name and address of collaborating authority **VALCEA COUNTY TRIBUNAL**
• Type of business or sector Judicial translations, interpretations (English <> Romanian)
• Occupation or position held Registered Certified Legal Translator
• Main activities and responsibilities Legal translations and interpretations of court related documents

Dates (from - to) **2002 – 2015**
• Name and address of collaborating authority **VALCEA COUNTY COUNCIL**
• Type of business or sector Translations, interpretations (English <> Romanian)
• Occupation or position held Independent Contractor
• Main activities and responsibilities Legal translations and interpretations of documents related to the European Union, European Integration and PHARE, ISPA programmes

Dates (from - to) **2002 – 2015**
• Name and address of collaborating authority **MARIANA GUTAU NOTARY PUBLIC OFFICE**
• Type of business or sector Legal translations, interpretations (English, French <> Romanian)
• Occupation or position held Collaborating Certified Legal Translator
• Main activities and responsibilities Legal translations and interpretations of notary office related documents

Dates (from - to) **2002 – present**
• Name and address of employer **Self-employed (TRADUCOM SRL Translation Office of Rm. Valcea)**
• Type of business or sector Translations, interpretations (English, French <> Romanian)
• Occupation or position held Self-employed Certified Legal and Technical Translator – Managing Director
• Main activities and responsibilities Translation, review, post-editing and interpretations
Terminological and documentary research
Creation of terminological databases and glossaries
Creation and updating of translation memories
Project management, quality control, files conversion, submission of works
Translation consultancy, introduction to translating techniques

- Dates (from – to) **2001 – 2002**
- Name and address of employer **SC INTELIGIS SRL Rm. Valcea**
- Type of business or sector Digital Photogrammetry, Mapping, Processing of Satellite Images
- Occupation or position held Manager Assistant
- Main activities and responsibilities Translations to and from English and Spanish, editing of company documents

- Dates (from – to) **2001 – 2001**
- Name and address of employer **SC HIDROCONSTRUCTIA SA Rm. Valcea**
- Type of business or sector Construction of dams, power plants
- Occupation or position held Certified Technical Translator
- Main activities and responsibilities Translations (English <> Romanian and French <> Romanian of technical documents, European standards
Administration of the technical library of the company

EDUCATION AND TRAINING

- Dates (from – to) **1997 – 2001**
- Name and type of organisation providing education and training **BRASOV TRANSILVANIA UNIVERSITY, Faculty of Sciences, Applied Modern Languages, Department of English - French Languages**
- Principal subjects/occupational skills covered Translation techniques and deontology, Terminology, Specialized Translations, Applied Linguistics, Techniques of Oral and Written Expression, Communication Theory, Discourse Techniques Management and Planning, Commercial Correspondence, Marketing, Analytical Accounting
Bachelor of Arts in Translations / Interpretations
University Degree
Authorization No 6426/2002 from the Ministry of Justice in Romania
- Title of qualification awarded
- Level in national classification

PERSONAL SKILLS AND COMPETENCES

MOTHER TONGUE

ROMANIAN

OTHER LANGUAGES

	ENGLISH	FRENCH	SPANISH
• <i>Reading skills</i>	PROFICIENT	PROFICIENT	GOOD
• <i>Writing skills</i>	PROFICIENT	PROFICIENT	GOOD
• <i>Verbal skills</i>	PROFICIENT	PROFICIENT	GOOD

ORGANIZATIONAL SKILLS AND COMPETENCES

Thorough linguistic knowledge of the source and target languages, well developed ability to analyze
Excellent drafting skills, thoroughness and accuracy, enquiring mind, sense of initiative, adaptable and well-organized
Capable of working under pressure (for tight deadlines)

TECHNICAL SKILLS AND COMPETENCES

DESKTOP PUBLISHING SKILLS

COMPUTER AND TELECOMMUNICATIONS EQUIPMENT:

- MICROSOFT WINDOWS XP
- Internet Explorer
- File compression software
- SDL Trados Studio 2019 Freelance, MemoQ, Memsources

MAJOR TRANSLATION PROJECTS 2002-2023

	PROJECTS	FIELD	WORKLOAD	PUBLIC AUTHORITIES/INSTITUTIONS
	Framework Contract for the provision of translation services regarding texts in the financial and banking field	<i>Finance, banking</i>	2 011 pages EN into RO	Translation Centre for the Bodies of the European Union
	Framework Contract for the provision of translation services regarding texts in the environmental field	<i>Environment</i>	199 pages EN into RO	Translation Centre for the Bodies of the European Union
	Provision of translation services under the negotiated procedure	<i>Administration, agriculture and forestry, fisheries, employment and working conditions, general affairs, law</i>	200 pages EN into RO	Translation Centre for the Bodies of the European Union
	Framework Contract for the provision of services involving the translation and/or revision of texts in the general affairs field	<i>EU affairs: employment, competition, business, company law, trade, fisheries, taxation, agriculture, energy, renewable energy, audit, management, food and food safety</i>	230 pages RO into EN	Translation Centre for the Bodies of the European Union
	Framework Contract for the translation of European Union documents	<i>EU affairs: employment, competition, business, company law, trade, fisheries, taxation, agriculture, energy, renewable energy, audit, management, food and food safety</i>	4 800 pages EN into RO	EUROPEAN COMMISSION – Directorate-General for Translation
	Framework Contract for the translation of European	<i>EU affairs:</i>	7 580 pages	EUROPEAN COMMISSION –

	Union documents	<i>employment, competition, business, company law, trade, fisheries, taxation, agriculture, energy, renewable energy, audit, management, food and food safety</i>	RO into EN	Directorate-General for Translation
	Framework Contract for the translation of documents relating to policies and administration of the European Union	<i>EU affairs: employment, competition, business, company law, trade, fisheries, taxation, agriculture, energy, renewable energy, audit, management, food and food safety</i>	5 160 pages RO into EN	EUROPEAN COMMISSION – Directorate-General for Translation
	Framework Contract for the translation of legal and judicial documents of the EU	<i>Legal and judicial affairs: court decisions, Government orders, transposition of EU directives and regulations</i>	6 100 pages RO into EN	EUROPEAN COMMISSION – Directorate-General for Translation
	Agreement for the provision of the following translation and translation related services: localisation of written texts, software files, documentation	<i>General, technical</i>	May 2013 – July 2015	SDL plc
	Programme for economic and social development 2004 – 2006	<i>Economy, regional development, human resources, marketing</i>	~ 40 pages EN-RO // RO-EN	VÂLCEA County Council
	Provision of translations relating to the Programme for economic and social cohesion PHARE 2004 – 2006 (infrastructure projects – grant application forms, feasibility studies, reports, economic and financial analyses)	<i>Regional development, tourism, economy, administration, marketing, Road infrastructure,</i>	~ 300 pages (translation) ~ 400 pages (specialty and linguistic revision) EN-RO // RO-EN	VÂLCEA County Council

		<i>constructions, sociology</i>		
	Provision of translations relating to court decisions, orders, minutes, court related documents	<i>Law, finance, legislation</i>	~ 200 pages EN-RO // RO-EN	Prosecutor's Office attached to the Valcea District Court
	Judicial documents	<i>Law</i>	~ 50 pages EN-RO // RO-EN	Valcea County Police Inspectorate
	Provision of translations relating to decisions issued by Valcea County Council, Government Decisions, EU regulations, FIDIC Yellow Book	<i>Law</i>	~ 1000 pages (translation) ~ 400 pages (revision) EN-RO // RO-EN	Valcea County Council, Department of European Integration
	Provision of translations relating to technical specifications – hydraulic turbines	<i>Technical, installations</i>	~ 200 pages EN-RO // RO-EN	SC HIDROELECTRICA SA
	Provision of translations relating to rehabilitation of water supply system, extension of sewerage network and wastewater treatment plants in Ramnicu Vâlcea (ISPA): <ul style="list-style-type: none"> - Application form - Impact study - Financial and Institutional Analysis - Master Plan and feasibility study 	<i>Environment protection, legislation, water supply systems, technological processes, sewerage, economy, finance, regional development</i>	~ 150 pages ~ 60 pages ~ 150 pages ~ 50 pages EN-RO // RO-EN	SC PROIECT VÂLCEA SA
	Provision of translations relating to ISPA – „Waste Management Integrated System” - General Technical Specifications	<i>Constructions, concrete standards, environment, administration, quality management, labor safety, electrical installations</i>	~ 200 pages EN-RO // RO-EN	
	Provision of translations relating to Terms of Reference for Technical Assistance – ISPA instrument - technical data sheets	<i>Technical, labor safety, health requirements</i>	~ 50 pages EN-RO // RO-EN	
	Provision of translations relating to Regional Infrastructure Project – PHARE 2004 – 2006 <ul style="list-style-type: none"> - Application form, feasibility study, report on the feasibility study, project budget and cost breakdown. 	<i>Tourism, environment, constructions, water supply, road infrastructure, economy, finance</i>	~ 150 pages EN-RO // RO-EN	

	Provision of translations relating to Terms of Reference for the Management and Supervision of ISPA contracts in Tg. Mureş	<i>Legislation, economy, regional development, management, marketing, works management, water and wastewater treatment, finance, administration, labor safety</i>	~ 35 pages EN-RO // RO-EN	
	Provision of translations relating to the Feasibility Study – waste management	<i>Waste management, environment protection</i>	~ 50 pages EN-RO // RO-EN	
	Terms of Reference for the Management and Supervision of ISPA Contracts in Rm. Vâlcea	<i>Water supply, wastewater treatment, environment protection</i>	~ 50 pages EN-RO // RO-EN	
	Technical specifications and offers – machines and units	<i>Machines, units</i>	~ 70 pages EN-RO // RO-EN	SC OLTCARN CONSTRUCT SA
	Technical specifications – civil engineering and construction materials	<i>Constructions</i>	~ 100 pages EN-RO // RO-EN	
	Contracts, notifications, administrative documents	<i>Contracts, management, finance, legal</i>	~ 100 pages EN-RO // RO-EN	
	Technical standards – fresh concrete - hardened concrete	<i>Concrete, constructions</i>	~ 60 pages ~ 100 pages EN-RO // RO-EN	
	Companies presentations, promotion, advertising	<i>Tourism, advertising, carpentry, civil engineering, paints</i>	~ 150 pages EN-RO // RO-EN	SC STEFANY SERV SRL Rm. Vâlcea
	Technical documentation	<i>Caterpillar, crane</i>	~ 300 pages	<u>UZINA MECANICA SA RM. VALCEA</u>
	Technical documentation	<i>Measurement and control devices – quality management</i>	~ 200 pages	<u>SC VILMAR SA RM. VALCEA</u>

	<ul style="list-style-type: none"> - ACTIVITY REPORT for 2005, 2006, 2007, 2008 - Physical and mathematic models for the study of heat transfer mechanisms at extreme temperatures with applications on the processes of cryogenic and fusion plants - Production of electricity from renewable sources - Tritium management in processing plants: Applicability at the Detritiation Pilot plant in Rm. Valcea and ITER - Development of the tritium separation process by cryogenic distillation applicable in the detritiation plants of the CANDU type reactor and ITER fusion reactor - Mini-installation for the production of energy from renewable energy sources – application for micro-units and residential units - Physical and structural production and characterization of carbon composite membranes used for the advanced purification of gases with uses in cryogenics - Implementation and accreditation of some modern methods of analysis for the gases used in the research labs and for the evaluation of the environment quality according to the European standards - Performance of a proton exchange membrane fuel cell stack - Interference effects in the spectrum of HD:V. the pure rotational and fundamental bands of liquid HD1 - H-D-T cryogenic distillation experiments at TPL/JAERI in support of ITER - Multivariable robust control of a proton exchange membrane fuel cell system 	<p>system</p> <p>Activity reports,</p>	<p>1 200 pages</p>	<p><u>NATIONAL RESEARCH AND DEVELOPMENT INSTITUTE FOR CRYOGENIC AND ISOTOPIC SEPARATIONS OF RAMNICU VALCEA, ROMANIA</u></p>
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	<ul style="list-style-type: none"> - Thermodynamic analysis of an energetic system with PEM type fuel cells - Water and thermal management for Ballard PEM fuel cell stack - On-line Measurement System of Tritium Concentration in Water by BIXS Method - Multivariable robust control system for PEM type fuel cell stacks. Identification of behavior in transitory state operation - Development of new carbon selective adsorbents for the control of carbon dioxide emissions coming from various sources - Management of tritiated water waste - Integrated System of Energy Conversion from renewable sources - Producing Energy from Fuel Cells Using Renewable Sources - Cryogenic measurement instruments - Design, assembly and operation of polymer electrolyte membrane fuel cell stacks to 1 kW_e capacity - Development of new carbon selective adsorbents for the control of carbon dioxide emissions coming from various sources 			
	Translation of technical documentation, company documents	<i>Contracts, marketing, machinery</i>	50 pages EN-RO // RO-EN	<u>EUROPAN PROD SA ROMANIA</u>
	Translation of technical documentation, user manuals	<i>Medical devices</i>	300 pages EN-RO // RO-EN	<u>HS MEDICAL SRL ROMANIA</u>
	Translation of technical documentation	<i>Heating, cooling, energy-efficient systems</i>	200 pages EN-RO	<u>BUDERUS SRL ROMANIA</u>