

ANA-MARIA BABANICA



Contact Information

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About Me

My goal is providing high quality translations for all my customers, strictly meeting deadlines and being open to communicate in order to deliver best translation services.

My native language is Romanian and I provide professional translation services in the following language pairs: Romanian <> English <> German <> Dutch.

My educational background in Linguistics (German and Dutch Language & Literatures) taught in German & Dutch, as well as in Business Administration taught exclusively in German and English, provide me with the complete toolbox to handle specialized translations in a highly proficient manner.

I am also proficient in legal translations, becoming a Certified Translator in 2014 and starting to provide translation services for government authorities.

I am currently a Master's student, studying Strategic Marketing which helps me broaden my technical knowledge about translating in the field of economics.

In my 4 years' experience as a freelance translator I've also gathered significant experience in medical/pharma and technical translations, as well as the ability to develop valuable term bases by researching terminology.

Work Experience

Freelance translator, Bucharest, Romania Certified Translator (full-time)

01.2013-present

- Translation in and from English, German, Dutch and Romanian from different fields such as legal, medical, economics, technical, IT;
- Proven professional experience and educational background in linguistics, economics and marketing;
- Specialist in economics and legal terminology, particularly finance, banking, accounting, taxes, legislation, notarial deeds but also highly experienced with medical/pharma, technical and marketing fields;
- Proof-reading completed translations and formatting documents to fit the original layout in the source language;
- Meeting tight deadlines, cooperating with other project based team members in order to deliver best results;
- Providing DTP services upon request;
- Developing term bases in the medical/pharma and technical fields.

Results:

- Sustained delivery of high quality services in a timely manner.

Partij van de Dieren, Bucharest, Romania

Translator (part-time)

08.2014-present

The Party for the Animals (Partij van de Dieren) from The Netherlands carries on activities concerning the protection of nature, environment and animal rights; it is the first party of this kind in history to hold a seat in The European Parliament.

Responsibilities:

- Translating the international weekly blog of the Party Leader, Marianne Thieme, from Dutch into Romanian.

Results:

- Providing high quality translation services by maintaining the original meaning of the text as well as adapting and localizing it for the Romanian public and by duly delivering translation projects according to the schedule set by mutual agreement.

Pro Business Communication Services SRL, Bucharest, Romania

Data moderator (part-time)

11.2013-present

Pro Business Communication Services SRL provides call center, online research, data input and moderation, social media and website testing services.

Responsibilities:

- Data input, processing and validation in Dutch for a Belgian e-commerce company;
- Attention to details and distributed attention;
- Fast decision making regarding the given information and according to a set of rules;
- Increased workload with a minimum amount of errors;
- Communication among colleagues and team leaders in order to achieve optimal results.

Results and acquired skills:

- "Employee of the Month" title for the best rate between workload and labor quality;
- Constant attainment of results twice as good as provided in the employment agreement;
- Increased efficiency due to focusing skills, distributed attention and taking the right decisions in a timely manner;
- Frequently helping the team outside my own shift in order to get the best monthly results;
- Improving the linguistic skills by constantly proof-reading texts in Dutch.

Education

University of Economic Studies, Bucharest, Romania

Master in Strategic Marketing

10.2015-in progress

University of Economic Studies, Bucharest, Romania

Bachelor in Business Administration (in German)

10.2011-07.2015

University of Bucharest, Romania

Bachelor in Foreign Languages and Literature (German and Dutch)

10.2011-07.2014

University of Utrecht
Summer school
2013

Acquired skills:

- Improving the linguistic skills in Dutch;
- Communication and teamwork among people of different nationalities and from different cultures.

University of Bucharest, Romania
Certificate in Dutch (CNAVt exam B1 level)
2013

Google Romania, Online Marketing Academy, Bucharest, Romania
Course in Online Marketing
2013

Acquired skills:

- Basic concepts in online marketing.

National Institute for Cultural Research and Training, Bucharest, Romania
Course in Traductology
2012

Acquired skills:

- Better understanding of the translation process and responsibilities of a sworn translator.

Skills

Languages:

- Romanian – Native
- English - Advanced
- Dutch - Advanced
- German - Advanced

Digital skills:

- MS Office Suite (Word, Excel, PowerPoint)
- SDL Trados Studio, memoQ
- Adobe Photoshop, Illustrator, InDesign, FrameMaker, DreamWeaver

Personal skills:

- Results oriented by being an active problem solver;
- Dedicated to achieve best results through hard work, ambition, analytical thinking and attention to details;
- Capable to work under stress due to concentration and focusing abilities.

Driving license: B

Hobbys

- Computer games, crocheting, movies, Dutch culture.