**EDUCATION**

**Ms. Gabriella Ralaivao**

🖂 Grand Bay, Mauritius **Freelance** **Translator**

Tel: (+230)57023295

Skype: zafimamy

Email: ralaivao@msn.com

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2003 – 2005 University of Antananarivo, Faculty of Arts and Humanities, D.I.F.P. (Department of Interdisciplinary Studies and Professional Training) :

 **M.A., Translation Studies**

1999 - 2002 University of A/vo, Faculty of Arts and Humanities, English Department:

* **Diploma, American Studies**;
* **B.A., English**;
* **D.U.E.L.** (university degree in foreign language studies).

1996 – 1999 Morondava High School, Madagascar:

 Baccalaureate, A2 Option: Sciences and Humanities

## LANGUAGE SKILLS

**Malagasy** native speaker | Good knowledge of **English**, **French,** and **Mauritian Creole (12 years in Mauritius)** | Basic knowledge of **German** and **Arabic**

**CAT TOOLS**

SDL Trados 2007 & TagEditor, SDL Studio 2009/2011/2015, Multiterm 2014/2015, Wordfast Pro, NTR2, Passolo 2011, Idiom, Google Translator Toolkit, MemoQ, Translation Workspace, OmegaT, POEdit.

**EXPERIENCE**

**ENGLISH< >MALAGASY**

Localization – IT

* 2009 – 2018: SugarLabs XO Laptop interface for the project ‘One Laptop Per Child’, English>Malagasy. *IT, Education*
* 2013 – 2017: Google Web Search
* Sep 15 – Dec 15: Mozilla Firefox OS v2.0 & v2.2
* 2012 - 2014: Opera Mini mobile web browser

Localization – Telecom

* 2009 – 2016: Translation/update of Microsoft/Nokia’s S30 and S40 UIs; 400,000+ words; English>Malagasy
* Feb – April 16: Translator, Reviewer, Rater & Validator for Neon Crisis; 500,000+ words; English/French>Malagasy. *Medical (first aid, disease/pandemic management & control, healthcare, disaster relief), Legal, Army, Government, Environment.*
* May – Jun 15: Translation of one Samsung smartphone UI, review & update, 150,000+English>Malagasy
* Nov 14 – May 15: Translation & recording of Airtel scripts; 300,000+ words; English>Malagasy
* Oct – Dec 2014: Localization of one Samsung smartphone UI; 200,000+ words, English>Malagasy

**ENGLISH< >MAURITIUS CREOLE**

* Mar 18: Translation of 1 email and 1 witness statement; 1322 words; English>Creole; Conversation, Legal Proceeding
* Mar 18: Privacy Policy and Terms & Conditions of use of *X Company* online content and network, 3800 words; English>Creole; IT
* Apr 18: *X Company* Code of Conduct for Production Partners; 5 pages; English>Creole; HR
* Dec 17: Translation & editing of names of places/towns/cities; Seychelles & Mauritius Creole
* Nov 17: Translation of 3 short audios; Creole>English; Conversation, Legal Proceeding
* Jun 17: Review of translation & transcription; 37 short audios about one Bayer drug; English>Creole, HealthCare, Pharmaceuticals
* May 17: Huawei Language and Culture Guide for Mauritius; 23 pages; English
* Nov 16: Certified translation of 3-page SMS; Creole > English; Conversation, Legal Proceeding
* May 16: Review/LQA of *X Company* Code of Ethic Posters; English>Creole; HR, Ethics, Marketing
* May 16: Translation of SMS; 10 pages; Creole>English; Conversation, Legal Proceeding
* Oct 15: *X Company* Workplace Code of Conduct; 2 pages; English <> Creole; HR
* Sep 14: Translation of 2 handwritten letters; Creole > English; Conversation, Legal Proceeding

**OTHERS**

* Apr 15 – Dec 17: Translation of Certificates for CLEISS: 1400+ certificates; Malagasy>French
* Oct 15: Subtitling of New World Order video; 1h46mn; English-Malagasy; *Religion*.
* Sep 15: Translation of 5048 words and review of 3400 words, English- Malagasy; *Security, Anti-Money Laundering and Terrorist Financing Activity*.
* Aug 15: Translation & time-coding of 80-minute videos, Malagasy to English. *Vanilla cultivation.*
* Jul 15: Transcription & Translation of 8 audios & 2 videos about vanilla and rice crops for a documentary, English to Malagasy. *Agriculture, Rural Development, Environment, Cultures*.
* Apr – Jun 15: English to Malagasy Translation, 4 Wickwick children’s books. *Literature.*
* Feb 15: Transcription with time-coding and translation of Blue Ventures videos (235 minutes) from Malagasy and French into English. *Marine Conservation, Fisheries, Cultures, Health, Trade.*
* Subtitles translation of 10 videos for 7th Day Adventist Church, English to Malagasy. *Religion*.
* Sep 14: Translation from French to Malagasy of a 16-page power of attorney. *Law.*
* English to Malagasy Translation of Population Reference Bureau's “Family Planning in West Africa”. *Medical*: *Contraception.*
* Translation from English to Malagasy of tips on happy life and healthy lifestyle for mobile phone users: beauty, health, jokes, love, men’s lifestyle.
* Transcription and translation from Malagasy/French into English of 11-hour video recording of a Conference on the System of Rice Intensification (SRI). *Agriculture, Rural Development.*
* Translation: Malagasy to French of birth/marriage/divorce/death certificates, civil status records.
* Accès au Medicament SANOFI’s comics “Savane bien”; French-Malagasy. *Health Care, epilepsy*
* Translation from English to Malagasy of Duke Lemur Center’s conservation poster for the SAVA Region. *Environment and Biodiversity Conservation*
* Translation from English to Malagasy of Eurotalk’s uTalk language learning app for foreign and Malagasy beginners. *Daily conversation, disaster relief, intelligence gathering, health care, sports and equipment, food and drink, etc.*
* Yearly Translation from English to Malagasy of Fruit of The Loom’s Code of Conduct and Fire Safety Policy, of The Jones Group, Inc Standards, and Imperial Tobacco’s Code of Conduct. *HR*
* Translation from English to Malagasy of Nancy Glass Productions’ TV program related-releases and contracts. *Communications, Contracts & Laws*
* Translation, French>Malagasy, Myriade’s student social security reg. form & materials. *Insurance*
* Translation of Sherritt's Employee Survey from English to Malagasy. *Mining, HR.*
* Translation of Coats Employee Engagement Survey from English to Malagasy. *HR.*
* Keying and half-editing of comments from Rio Tinto's Malagasy employees; translation from English to Malagasy of Rio Tinto's annual Employee Engagement Survey. *Mining, HR.*
* Translation of L’Oréal-Prehome Ads from French to Malagasy. *Cosmetics*
* Female voice-over talent for radio adverts in the framework of sensitization programs conducted by PSI Madagascar about mother and children’s health, public health, contraception & family planning, fight against malaria, fight against STD and HIV/AIDS.

**Jun 11 – present Independent Contractor**, e2f, Inc., Mauritius:

* Translation of web content, software, user guides from English to French.
* Domains: ICT, Telecom, Pharmaceuticals, Medical, Mechanical Engineering.

**Mar 13 – Dec 14 Independent Contractor**, oDesk:

* Localization of Google content (Rosetta, GWS, Google Translate) from English to Malagasy.

**Jan 10 – Apr 11 Translator & Reviewer**, Family Stations, Inc.:

* English to Malagasy translation of biblical preaching, open forums and booklets (We are Almost there, Does God Love You, I Hope God Will Save Me etc.)
* Review and voice recording of translations; Translation and installation of ads for billboards.

**2006 – 2008 Secretary cum Accounts Clerk**, I&K Accounting Ltd., Rose Hill, Mauritius:

* Data entry, bank reconciliation, VAT calculations.

**Jan – Dec 2005** **Teacher of English**, ESCA Catholic Private School, A/vo, Madagascar:

* Taught 4 secondary classes and 2 high school technical classes.

**Aug – Dec 04 Trainee Translator**, A.P.B Consulting, Ankadivato, A/vo, M/car:

English to French translation of reports from SADC, WTO & the Cancun Trade Summit, and organization of a workshop on economic challenges & capacity building for public institutions on November 4th 2004.

**Aug – Dec 03 Trainee Translator**, Ministry of Agriculture, Livestock & Fisheries, A/vo, M/car: French to Malagasy Translation of documents and newly passed bills to be published in the Malagasy Official Journals.

ENGLISH <> FRENCH

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