**CONVOKIA Translations  
Saskia Zeller & Ivo Koellmeier**

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| Saskia Zeller | Ivo Koellmeier |
| Bachelor of Business Administration and Real Estate Management from the Open University of Co-operative Education in Stuttgart, Germany in 2005 | Bachelor of Earth and Ocean Science from the National University of Ireland, Galway in 2010 |
| Languages: German (native)  English (fluent)  Spanish (advanced) | Languages: German (native)  English (fluent)  Spanish (advanced) |

**Tools**

MS-Office, LibreOffice, Trados, Wordfast, Wordpress

**Work experience**

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| **Date** | **Client** | **Description** | **Language** |
| January 2013 - now | Translated.net | Translation of technical, IT, engineering, financial and fictional documents | EN>GE |
| October 2012 – now | GreenTranslations | *Translation of engineering and technical documents* | EN>GE |
| August 2012 - now | Alpha Traducoes | *Translation of bills, technical and legal documents* | EN>GE  ES>GE |
| August 2012 - now | Vox Orbis | *Translation of medical, legal and technical documents* | EN>GE  GE>EN |
| October 2012 – January 2013 | Tek Translation | *Translation of manuals, news feed, proofreading* | EN>GE |
| October 2012 – February 2013 | Nah und Fern | *Translation of program instructions* | EN>GE |
| July 2012 - now | Jana Blum | *Transcription of Interviews* | EN, GE |
| August 2012 | Jeremy F. | *Translation of software application* | EN>GE |
| August 2012 | Sunny Suggs | *Translation of marketing and legal documents* | EN>GE |
| July 2012 | Solnet | *Translation of wordpress website* | EN>GE |
| May 2012 | Rory Liam Elliot | *Translation of a novel* | EN>GE |
| October 2011 – February 2012 | Ramiel Nagel | *Translation of medical website*  *Transcription and translation of subtitles* | EN>GE EN, EN>GE |
| June 2011 – January 2012 | Revoluza | *Translation of marketing documents* | EN>GE |
| October 2011 | Martin L. | *Translation of marketing website* | EN>GE |
| July 2011 | Andy B. | *Translation of lifestyle website* | EN>GE |
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**References**

* Debbie Verschueren, Community Manager,<http://www.translated.net>, [freelance@translated.net](mailto:freelance@translated.net) (+39) 06 90 25 4 247
* Ramiel Nagel, www.curetoothdecay.com, comments@curetoothdecay.com
* Matthias Vogelgsang, Alpha Traduceos, m.vogelgsang@gmail.com
* Andres Asbun, Vox Orbis, translations@voxorbis.co