



# Maria Carlsson

Swedish translator

## DETAILS

 Copenhagen, Denmark

 +4531391524

 [maricarlsson@outlook.com](mailto:maricarlsson@outlook.com)

Nationality: Swedish

## LANGUAGES

- Swedish – Native
- English – Fluent
- Danish – full reading comprehension
- Norwegian - full reading comprehension

## SKILLS

- Microsoft office package
- SAP
- SDL Trados
- Memsource

## COURSES

- QMS ISO 9001 Auditor  
*Canea, September 2014*
- Quality management systems in practice  
*Canea, March 2018*
- New ISO 9001 :2015 & 14001 :2015  
*Canea, April 2015*
- UNGP Compliance Lab  
*Global CSR, March 2017*
- Dangerous Goods – Handling and Documentation  
*Bureau Veritas, March 2015*

## PROFILE

Highly motivated professional with 8 years of translation experience into Swedish from English, Danish and Norwegian.

My previous work involved translating and communicating in a management environment and deal with multiple languages on a daily basis.

I am familiar with commonly used CAT tools such as Memsource and SDL Trados.

## EXPERIENCE

**Digital Content Creator** | 2015 - Ongoing

<https://syramsalt.wordpress.com/>

<https://www.youtube.com/c/Ramsalt/>

**Scandinavian Quality, Security & Sustainability Advisor**

Lyreco | Roskilde, Denmark | 2014 -2019

- Responsible for internal communication on sustainability and quality topics.
- Proofreading and quality assurance of product catalogue and marketing material
- Report writing
- Translating marketing and communication material from English/Danish/Norwegian to Swedish

**Project Assistant (Intern)**

Ministry of Housing | Nairobi, Kenya | Aug 2012 – March 2013

- Proofreading and summarising project reports
- Minutes of meetings
- Produce workshop material

**Service Industry**

Waitress, Cashier, Housekeeping | Sweden, Denmark, Norway | 2002 - 2014

## EDUCATION

**MSc International Development and Management**

Lund University | Lund, Sweden | 2011 - 2013

- International programme with English as the teaching language

**BSc Environmental Economics**

Swedish University of Agricultural Sciences | Uppsala, Sweden | 2008 - 2011