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**English-French translator**

**Experience**

**Freelance professional translator (English-French) and bilingual assistant;  
recruitment, training and marketing consultant**

*April 2012 - Present*

- Translation and transcreation, mainly specializing in training, marketing, business communication and environment. Some of my last assignments:
  - many training modules (United Nations FAO, AXA)
  - videos and published articles about management and leadership for a well-known French training consultant,
  - Safety data sheet and security training,
  - regular transcreation of IT-related marketing documents for the agency BQT Global,
  - four marketing brochures for the research department of a global company, many business codes of conduct, press releases, CEO letters and other business documentation
  - business investment contract, legal terms, corporation agreement and other legal documentation for various agencies and direct clients,
  - a medical questionnaire for cancer patients, as well as medical leaflets,
  - a Powerpoint presentation about the sustainable development of African agriculture,
  - many websites (cryptocurrencies, aspartame, translation services),
  - a survey (report + statistical appendix) about child domestic workers in Haiti for Fafo and initiated by UNICEF and many other organizations,
  - many product descriptions for luxury brands (Victoria's Secret, Kate Spade, Coach, Louis Vuitton...)
  - many white papers for the Center for Creative Leadership
  - copy adapt/transcreation jobs for various agencies
- Copywriting, editing and proofreading of various marketing materials, spell and grammar check of training or advertising materials, linguistic and marketing advice.
  - Regular collaboration with the company Ac Crea Diffusion for marketing development,
  - Development of promotional materials for Brice de Beaumont, Accom PME,
  - Editing and proofreading of materials for various agencies or networks, just as the agency Courtesie, BQT Global, the FAO, Translators Without Borders etc.
- Recruitment and training of the workforce of a direct selling company, including marketing and advertising advice.

- Audio/video/handwritten documents transcription. As an example of transcription assignments I can quote Anne Delestan, a professional coach, or the Grenoble Institute of Technology.

### **Recruitment and training manager, translator and copywriter**

**Sortilege Lingerie**, Cordeac, FRANCE

*May 2008- January 2011*

- Management of staff recruitment, and professional education and training of the company's salesforce.
- Designing and organizing special events: promotions, fashion shows, training courses...
- Supplier relationship management, in both French and English.
- Translation and transcreation of product documents for the French market

### **Freelance teacher**

*September 2001- March 2012*

- Academic support sessions for pupils and students in French, English and Mathematics.
- English training courses for adults, whether it was initial training or professional English teaching.

### **Education**

#### **Paris IV-Sorbonne University**

*June 2001*

Master of comparative French-English linguistics, ranked as "good".

#### **Marie Laurencin high school**

*June 1996*

Scientific A-level, specialized in Mathematics, ranked as "good".

### **Skills**

- Excellent knowledge of French grammar and syntax, especially regarding the creation or translation of meaningful marketing materials or literary texts.
- Interpersonal know-how, full and open communication, in both French and English.
- Constantly renewed English skills, thanks to regular jobs in English, personal linguistic research, regular communication with American and British friends, a stay for 3 months in the USA etc...
- Software skills: Word, Excel, Powerpoint, Windows, Firefox, Trados, Web tools.