

Translation specialist

Knowledgeable, detail-oriented, open-minded, adaptable, team player

PROFESSIONAL EXPERIENCE	<ul style="list-style-type: none"> January 2019 – Present: Freelance translator <ul style="list-style-type: none"> → Main activity: full timecontractor for the OHCHR: translating 7,000 to 8,000 words/week (self revision) → UNOPS roster: regular work for the translation team → UNICEF roster: regular work for the translation team → International Baccalaureate Organization: regular work for the translation team → Other international organizations from the UN system such as UNECA, IFAD October 2015 – January 2019: French Translation Lead International Baccalaureate Organization Leading the internal French translation team (including leading performance reviews and monitoring progress against set objectives) and responsible for about 30 freelancers Managing all translation requests into French Recruiting and training translators (in-house and freelancers) Linguistic tasks: translation, revision, edition, proofreading, terminology, cultural insight Quality insurance: setting up and maintaining style guides, procedures, glossaries, training packages Key achievements at this post: Allocated over 1 million words per year for translation into French Raised French translation standards to achieve quality goals set Successfully recruited and trained several members of staff and a new pool of experienced freelancers January 2012 – October 2015: Freelance translator Specialised fields: international organizations (structures and policies), education, environment, human rights, development, economics, marketing, management 2 main clients: <ul style="list-style-type: none"> → International Baccalaureate Organization: freelance translator and interim French team Lead (several contracts to cover the interim, 1.5 years in total) → UN Economic Commission for Africa: over 250,000 words translated October 2008 – January 2012: Senior Translator-reviser International Baccalaureate Organization September 2006 – October 2008: Translator-reviser International Baccalaureate Organization June 2004 – September 2006: Translator International Baccalaureate Organization
SKILLS	<ul style="list-style-type: none"> Mother tongue French

	<ul style="list-style-type: none"> • Working languages English: fluent German: good Spanish: basic Welsh: basic • CAT Tools MemoQ, SDL Trados Studio, Multitrans • Software Office Suite, Adobe Professional, Subtitle Workshop, Subtitle Edit, Antidote • Online Tools Termium, Le grand dictionnaire terminologique, IATE, Banque de dépannage linguistique, UNTERM
PROFESSIONAL DEVELOPMENT	<ul style="list-style-type: none"> • August 2023: obtained the MITI status (Institute of Translation and Interpreting) • Sept. 2022: UNOG seminar “International Translation Day - A bridge between tradition & innovation” • October 2020: World Translation Day online seminar “Trouver les mots pour un monde en crise”, Dijon University (France) • January 2018: Understanding Leadership training for managers, Cardiff (UK) • May 2017: ITI Conference (British Institute of Translation and Interpreting), Cardiff (UK) • January 2017: Delivering feedback training, Cardiff (UK) • October 2016: International Conference on transcreation, London (UK) • May 2016: webinar on revision, Proz (online) • April 2012: Training on SDL Trados Studio 2011 (online) • April 2010: subtitling training, Cardiff (UK) • July 2009: 3-day workshop on leadership techniques, Cardiff (UK)
EDUCATION	<ul style="list-style-type: none"> • 2003-2004: DESS Traduction spécialisée et production de textes multilingues, option « Traduction juridique et technique » (5th university year in Translation and multilingual production, spec. Legal and technical translation, equivalent to full MA) Université Stendhal, Grenoble (France) • 2002-2003: Maîtrise Langues Étrangères Appliquées, option « Traduction spécialisée » (4th university year in Applied foreign languages, spec. Specialised translation) Université Stendhal, Grenoble (France) • 2001-2002: Maîtrise Langues Étrangères Appliquées, option « Commerce international » (4th university year in Applied foreign languages, spec. International trade) Université de Savoie, Chambéry (France) • 2000-2001: Licence Langues Étrangères Appliquées, option « Commerce international » (3rd university year in Applied foreign languages, spec. International trade) ERASMUS student at University of Wales Cardiff (UK) • 1998-2000: DEUG Langues Étrangères Appliquées, option « Commerce international » (2nd university year in Applied foreign languages, spec. International trade) Université de Savoie, Chambéry (France) • 1998: Baccalauréat ES Lycée Vaugelas, Chambéry (France)