

# Brieuc Botte

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## EXPERIENCE

Sep 2019 – present **VisitScotland, Scotland's National Tourism Organisation, Edinburgh**  
Marketing Content Executive (French)

- Update, maintenance and translation of VisitScotland's [blog](#) and [consumer-facing website](#).
- Translation of professional and technical documentation for various audiences (press releases for journalists, marketing data, insights and brochures for the travel trade industry, etc.)
- Project management: managing the Translations Team Inbox and despatching translation and other business requests from across the organisation, ensuring their timely delivery
- Reporting on our Team's activity during wider department meetings and liaising with other teams on campaigns and projects
- Subtitling of promotional and campaign videos and translation of scripts
- Representing VisitScotland at workshops on specialised translation (tourism & heritage)
- SEO research and optimisation of the website (Semrush)
- Audit and review of content per page or theme
- Review of content accessibility across our websites
- Translation of corporate documentation and literature (insights, statistics, visitor profiles)
- Moderation of some of the social media channels (French-speaking Facebook page)
  - Post translation and scheduling (using Falcon/Brandwatch)
  - Moderation of posts and comments
  - Engaging user interaction

Aug 2018 – Sep 2019 **Global Voices, language services provider, Stirling**  
Full-time in-house translator (DE / EN > FR)

- Translating various types of documents from German and English into French (documents translated include: contracts, laws, websites, clinical trials, certificates, financial reports, product descriptions, user manuals, etc.). Example of translated website (Fontavis): <https://www.fontavis.ch/fr/>
- Taking care of the French translations for some of the company's "diamond" clients
- Various MTPE (*Machine Translation Post-editing*) related tasks
- Responsible for the training and supervision (proofreading, etc.) of the new French translators.
  - Elaboration of weekly reports on the team's productivity and numbers ('KPIs')
  - Weekly feedbacks on the team members' translations and Machine Translation Post-Editing tasks

Aug 2017 **Atradius, credit insurance company, legal department, Jambes (Belgium)**

- Student job
- Shelving, letter writing, administrative work, encoding, (legal) translation.

Feb – May 2017 **Council of Bars and Law Societies of Europe (CCBE), Brussels – Intern**

- Internship for practicing translation skills in hands-on and stressful situations.
- Further understanding of the EU apparatus while working at the EU headquarters.
- Translation of legal documents, official letters, minutes, reports, webpages, articles, etc.

Aug 2016, 2015, 2014, 2013 **ING Bank Operational Centre, Mortgage department, Namur (Belgium)**

- Student job
- Shelving, administrative work, encoding, translation (marginal).

## EDUCATION

- 2017-2018      **University of St. Andrews**  
MLitt Medieval English Literature  
Grade: Merit
- 2015-2017      **Université Catholique de Louvain (UCL), Louvain School of Translation and Interpreting (LSTI) (Louvain-la-Neuve, Belgium)**  
M.A. Translation Studies, DE/EN, Specialising in European and International Affairs & Institutions.  
Grade : *cum laude*. Final grade for dissertation: *magna cum laude*.
- 2012-2015      **Université de Namur (Namur, Belgium)**  
B.A. Germanic Linguistics and Literatures (German-English).  
Final Grade: *magna cum laude*.

## ADDITIONAL SKILLS

- Languages:      **French:** native (mother tongue)  
**English:** native proficiency (C2)
- Cambridge Proficiency English (CPE) Certificate (C2, Grade A, 222/230), obtained in June 2017.
- German:** advanced reading, writing, listening and speaking proficiency (C1)  
**Old Norse-Icelandic, Old English, Middle English:** advanced reading proficiency  
**Italian:** conversational proficiency (B2)  
**Icelandic:** limited reading and writing proficiency (A2)  
**Dutch:** limited reading and listening proficiency
- IT Skills:      Proficient in Microsoft Office; Google Drive. Competent in social media (Facebook, LinkedIn). Familiar with translation softwares (Trados, MultiTerm, etc.) and CAT (computer-assisted translation) tools in general. Familiar with various content management systems (WordPress, Alterian, Bloomreach). Familiar with project management, SEO and social media platforms (Jira, Semrush & Brandwatch).
- Certifications      (Dec 2023) Certificate of Qualified Membership from the Institute of Translation and Interpreting (Membership number 00025798).  
View my [ITI Directory Entry](#)

## INTERESTS AND ACTIVITIES

- Reading: I have always read. It is one of my favourite hobbies
- Writing: I have written throughout my teenage years, and as a lover of literature
- Travelling: I have mostly travelled around Europe. I am very interested in learning about new cultures, especially in combination with the learning of new languages.
- Languages: besides my academic background in linguistics and translation, I have always been eager to learn new languages and delve ever deeper into the ones I know. I have also spent a lot of time studying medieval languages such as Old Norse, Old English & Gothic.

## REFEREE(S)

**Alexandre Mahé:** Translator, Council of Bars and Law Societies of Europe (General Secretariat), Rue Joseph II, 40 – 1000 Bruxelles, Belgium; email: [mahe@ccbe.eu](mailto:mahe@ccbe.eu).