**VIDYA ARVIND**

**PERSONAL SUMMARY:**

With more than 8 years of experience as a teacher of French at the Alliance Française de Bombay, I am keen to use my linguistic skills in the world of translation and content writing as well. I have a Certificate in Translation (French to English) from the Dublin-based Words Language Services and have had good exposure to documents from a variety of domains during the past 4 years of my freelance translation work. I wish to continue my career as a translator and writer by forging fruitful collaborations with reputed companies like yours. I am also open to using the CAT tool you propose for the project. I would greatly welcome the opportunity to be part of your team and refine my skills further.

# **LANGUAGE SKILLS**

**English:** Native or bilingual proficiency

**French:** Full working proficiency (C1 level)

**Hindi:** Full working proficiency

French to English and English to French translation

Hindi to English Translation

# **AREAS OF EXPERTISE**

* Freelance translations of a broad cross section of documents in the above mentioned languages in various translation domains like
* Business translation
* Legal, medical and scientific translations
* Socio-political documents
* Technology and computer related translations
* Advertising, Marketing and Tourism literature
* Certificates, CVs and formal letters
* Teaching French as a foreign language to teenagers and adults (students and professionals) using cutting edge resources and techniques and preparing tailor-made courses for various groups of learners.
* Video captioning for Study.com using Subtitle Edit
* Website content writing (General Business and Education technology)

# **WORK EXPERIENCE**

* Professor of FLE (French as a foreign language) at the Alliance Française de Bombay since 2007.
* Freelance translation since the past 4 years.
* Video captioning and content writing since one year.

# **SOFTWARE PROFICIENCY**

MS- Word, MS-Powerpoint, Subtitle Edit

# **EDUCATION**

* 2014-2015: **DUFLE**- Diplôme d’Université de Français Langue Étrangère. Université du Maine (Le Mans), France with distinction. (a mention Bien)
* 2011-2014: **Certificate in translation from Words Language Services**, Dublin, Ireland ( Subject areas: Short letters and certificates, Marketing/advertising/tourism, Social/political/European Union, Business, Legal, Medical and Scientific, Technology and Computers) with 83% marks.
* 2007: **DALF C1 (Diplôme Approfondi de la Langue Française).**
* 2006: **Diplôme Supérieur (DS-Langue et culture françaises)** of the Alliance Française of Paris.
* 2004: **Diplôme de langue** **(DL)** of the Alliance Française of Paris with high distinction. (mention Très bien)
* 1997: **Bachelor of Science** (Chemistry, Botany, Environmental Science) from Bangalore University, India.

# **INTERESTS**

Reading, article writing, listening to music, singing

# **COORDINATES**

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