

ELISA MIGNEMI

FREELANCE TRANSLATOR/ WRITER

8 RUE DU GRAND CERF – 57000 METZ (FRANCE)

BORN ON MAY 26TH 1988 – 28 YEARS OLD

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QUALIFICATIONS

ACADEMIC

- 2011 – *Master's degree in Translation (French, English, Spanish, Italian) | Université de Lorraine*
- 2009 – *Bachelor's degree in Foreign Languages applied to Business (LEA) | Université de Lorraine*
- 2006 – *High school diploma with a specialization in English | Lycée Robert Schuman, Metz*

VOCATIONAL

- 2013 – *Use of social media | National Institute of Public Administration – Luxembourg*
- 2013 – *Cybersecurity awareness | Ministry of the Economy – Luxembourg*

WORK EXPERIENCE

FREELANCE FRENCH TRANSLATOR/WRITER

Self-employed – January 2016, present

- I provide high quality editorial services such as translation, proofreading, subtitling, post editing or transcription from English, Spanish and Italian to French.
- I mainly specialize in marketing, e-commerce, TV/movies, tourism and fashion.

FRENCH CONTENT EDITOR/SOCIAL MEDIA MANAGER

Ministry of the Economy, Portail Entreprises, Luxembourg – Consultant - January 2013, July 2016

- In charge of writing/updating contents and news for the website Guichet.lu.
- Translation from French to English using Wordbee.
- Community management ([Twitter](https://twitter.com) and [Facebook](https://facebook.com) pages management in French and English).
- Content optimization for search engines thanks to keywords (SEO).
- Photo editing and images management.

FRENCH CONTENT EDITOR/WRITER

City of Luxembourg – Public Relations Department – Consultant – July 2012, September 2012

- Content management for the official website Vdl.lu.
- Editorial policy management to standardize writing style.
- Data accessibility improvement.

FRENCH EDITORIAL WEBMASTER

C.A.C – Scy-Chazelles, France – Fixed-term contract – August 2011, December 2011

- In charge of writing/updating product detail pages and news for the online shop jesuiscoiffeur.com.
- Photo editing and images management.

FRENCH TRANSLATOR

Amazon EU Sarl – Luxembourg, Luxembourg – Internship – March 2011, June 2011

- Translation of product detail pages from English to French using SDL World Server.
- Creation of translation memories from English to French and Italian to French.

SKILLS

COMPUTER SCIENCE

- Internet
- Computer Assisted Translation tools (MemoQ 2015, Wordfast Anywhere, LingoHub)
- Subtitling software Aegisub
- Strong experience with editorial and database tools (CMS Egotec, NPS Infopark)
- Social networks (Facebook, Twitter, LinkedIn, Viadeo)
- Buffer (social networks management tool)
- MS Office Suite/OpenOffice Suite
- Photo editing softwares
- Blogging and writing background (HTML, CSS)

LANGUAGES

FRENCH

- Mother tongue

ENGLISH

- Fluent (European level C1)

SPANISH

- Intermediate (European level B1)

ITALIAN

- Intermediate (European level B1)

PERSONALITY

- Autonomous
- Organized
- Strong attention to detail
- Reliable

OTHERS

LANGUAGE STAYS/SCHOOL EXCHANGES

- One month exchange in a host family in Copenhagen, Denmark – April 2005
- Three weeks exchange in a host family in London, UK – April 2004
- One month host of a Danish student in Metz, France – April 2003
- One month exchange in a host family in Lowestoft, UK – June 2002