

Dear Colleagues,

My name is Miriam Ludwig, I am 55 years of age and I work as an interpreter and translator in German, Italian and English. I am very interested in working with you and would therefore like to introduce myself briefly: I am a German national and have been living in Rome for 21 years, and now I live again in Germany. I hold a diploma for both interpreting and translation, awarded by the "**Scuola Superiore per Interpreti e Traduttori**" (Higher Education Institute for Interpreters and Translators) in Rome. In 2005 I took the opportunity to supplement these diplomas with the **BA in Linguistic Mediation**.

I have been working for various agencies, publishing houses and end customers (both in Italy, Germany and overseas) as an **interpreter** and **translator** for approximately 28 years, in addition to working as a **tour leader** (*incoming* and *outgoing*) and as a **convention supervisor/coordinator**.

To be more precise, I **translate** from Italian and English into German and I also have a great deal of experience in the field of **software localisation**; I work as an interpreter during conventions, fairs, meetings and during all kinds of negotiations, providing simultaneous, consecutive, liaison and whispered interpreting services.

Over the years I have perfected my knowledge in various technical and scientific sectors, which means I am able to perform translation and interpreting work around these subjects, making full use of the ad hoc terminology I have acquired in each specialised sector.

During one of my important interpreting jobs I was part of the team involved in the **RCS Group** purchasing project (for the Rome office of the "**Corriere della Sera**") relating to various offset printing systems supplied by the German company **König & Bauer (KBA) Druckmaschinen**.

For 3 months, it was my responsibility to provide various interpreting services, ranging from linguistic support during **technical courses** (for printing and electronics technicians and mechanics) to the different **testing** stages and the **delivery of the system**, even as far as providing **support during printing at night** over the first few weeks of operation. I also provided linguistic assistance during the daily **meetings** between the Italian management and the German technical team, performing the necessary **translations** in situ.

Following this experience I was asked to take part in the management of two similar projects for **MAN ROLAND DRUCKMASCHINEN**: the first lasted 4 weeks and was at the "**La Sicilia**" offices (Catania) and the second was at the "**Il sole 24 Ore**" offices (Carsoli). The second project lasted 4 months. My duties in both projects covered the abovementioned areas.

Please do not hesitate to contact me if you require any further information.

Thank you for your attention.

Kind regards

Miriam Ludwig

CURRICULUM VITAE

MIRIAM LUDWIG

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EDUCATION

1986 **A-levels** from the *Ziehschule* - Frankfurt/M.

1990 - 1992 **Akademie für Marketing-Kommunikation** - Frankfurt/M.
(Higher Education Institute for Marketing and Communication Studies)

Title awarded **BA in Communications**

1996 - 1999 **SSIT Scuola Superiore per Interpreti e Traduttori** - Rome
(Higher Education Institute for Interpreters and Translators)

Title awarded **Interpreter's and Translator's Diploma** (German, Italian, English)

2004 - 2005 **SSML Carlo Bo Scuola Superiore per Mediatori Linguistici** - Rome
(Higher Education Institute for Linguistic Mediators)

Title awarded **BA in Linguistic Mediation**

PROFESSIONAL EXPERIENCE

September	1987	Apprenticeship in the Marketing and Advertising department
February	1988	of the <i>Neckermann Versand AG</i> (Frankfurt/M.)
March	1988	Adviser in the Advertising department
June	1990	of the <i>Neckermann Versand AG</i> (Frankfurt/M.)
March	1991	Adviser at the advertising agency
September	1993	<i>Beithan, Hessler, Mättig Werbeagentur</i> (Frankfurt/M.)
December	1993	Freelance adviser for two advertising agencies
May	1995	(<i>Actions s.r.l./Romadvertising s.r.l.</i> , Rome)
April	1995	Worked with the journalistic publication <i>Globenews</i> as an
January	1998	editor for the daily news section in German (Rome)
July	1998	Working with the German Press Agency <i>DPA</i> (Rome)
March	2000	
March	1993	Working with various agencies, fairs, publishing houses and
to present		end customers as an interpreter, translator, tour leader and
		supervisor/co-ordinator for conventions (in Italy and overseas)
February	2005	German language consultant (for interpreting and translation matters)
to present		at an international law firm (Rome, http://www.law-firm.it)

LANGUAGE SKILLS

German	mother tongue
Italian	excellent, both written and oral
English	excellent, both written and oral

CONSIDERABLE EXPERIENCE IN THE FOLLOWING AREAS

❖ TECHNICAL TEXTS (MECHANICS – ELECTRONICS – ELECTROTECHNICS)

- Mechanical engineering
- Plant engineering
- Construction
- Transport
- Measuring and adjustment techniques
- Manufacturing and automation techniques
- Printing machines
- Climate control technology (ventilation systems, air conditioning systems and heating systems)
- Welding techniques
- Processing technology
- Metalworking and steel working
- Safety in the workplace, personal protection devices (PPDs), safety data specifications
- Electrical control units, gas and steam turbines
- Quality assurance (manuals and plans)

❖ ASSEMBLY, OPERATION AND MAINTENANCE MANUALS, IN ADDITION TO USER SOFTWARE

Machine tools (e.g. milling machines, grinders) • **Labelling machines** (e.g. barcode readers) • **Packaging machines** (e.g. boxing machines, taping machines) • **Wrapping machines** (e.g. for foodstuffs, blister packs) • **Agricultural machines** (e.g. disc/drum mowers, ploughs, sowing machines, manure spreaders) • **Textile machines** (e.g. automatic coil winder) • **UPS** (continuity systems) • **Compacting machines for scrap metal** • **Blowing machines** • **Drilling machines** • **Electrical equipment and household appliances** • **Lighting equipment**

❖ MEDICINE & PHARMACOLOGY

- Electro-medical equipment manuals, illustrative sheets, diagnostics and therapy, medical reports
- Radiology (radiology for diagnosis and treatment)
- Anaesthesiology (e.g. coma and vegetative condition, pain treatment)
- Cardiology (cardiovascular disease, cardiac rhythm disturbances)
- Orthopaedics (e.g. physical rehabilitation, prosthesis surgery, carpal tunnel syndrome)

❖ LAW

- Contracts
- General contract conditions
- Testimonies
- Insurance policies
- Ministerial decrees
- Patents

❖ FINANCE – COMMERCE – INDUSTRY

- Balance sheets
- Business correspondence
- Company presentations
- Company leaflets
- Bidding for tenders

❖ EU DOCUMENTATION/EUROPEAN REGULATIONS (DIN, ISO, CEN, EN)

❖ AUTOMOBILE INDUSTRY

- Technical manuals, leaflets, marketing strategies, press releases

❖ TOURISM

- Tourist guides, documentaries, websites

❖ IT & COMPUTERS/HARDWARE AND SOFTWARE

- User manuals, graphics software, online help

❖ VIDEO GAMES, CD-ROMs, E-LEARNING (e.g. "The Human Body" - Il Corpo Umano - collection for children)

❖ MARKETING

- marketing strategies, company profiles and presentations, questionnaires, sales promotions, POS-Marketing

❖ COSMETICS & BEAUTY TREATMENTS

- product descriptions, marketing presentations, Beauty & Wellness

❖ TRANSLATIONS FOR FILM DUBBING (e.g. for Sailing Chanel)

❖ SCRIPT ADAPTATIONS

IN RECENT YEARS I HAVE WORKED THROUGH TRANSLATION AGENCIES MAINLY FOR THE FOLLOWING COMPANIES

- A. Menarini Diagnostics (diagnostic devices)
- Abbott Italia and Abbott International
- Allergan
- Angelini (Italian Pharmaceutical Group)
- AstraZeneca (Swedish Pharmaceutical Group)
- Canon
- COLMAR S.p.A.
- Colpofer (Cooperation of European railway police and security services)
- DaimlerCrysler AG
- DeAgostini (Italian publishing house)
- Deutsche Bank
- Discover Italia (Italian online tourist guide)
- EAE Ehwert Ahrensburg Electronic GmbH
- ENAV (International Flight Inspection Symposium)
- EPIC (European Property Italian Conference)
- Euler Hermes AG (German credit insurance company)
- European Society of Contact Dermatitis
- European Union
- Ferrovie dello Stato (Italian Railway)
- Henkel
- iGuzzini illuminazione spa (lighting systems)
- Il Sole 24 Ore (Italian daily)
- Intesa Vita S.p.A. (life insurances)
- Italian Chamber of Commerce in Frankfurt
- Italian Ministry for Cultural Heritage
- Italian Ministry for the Interior
- IVECO
- KBA König & Bauer AG Druckmaschinen (printing machines)
- La Sicilia (Italian daily)
- Lonely Planet tourist guides
- MAIT S.p.A. (agriculture machinery)
- MAN ROLAND Druckmaschinen (printing machines)
- Menarini Group (Italian Pharmaceutical Group: Guidotti, Malesci, Lusofarmaco)
- Mercedes-Benz
- Messe Frankfurt (Frankfurt Fair)
- Nestlé
- Nintendo
- Nissan Italia and Nissan Deutschland
- Opel Italia
- Optosgroup S.p.A. (chirurgical instruments)
- PANATTA SPORT (fitness machines)
- Pfizer
- Pirelli
- RCS Rizzoli Corriere della Sera (Italian daily)
- Renishaw S.p.A.
- Sailing Chanel
- SEAV S.r.l. (electronic control panels and radio control systems)
- SIC (Italian Society of Cardiology)
- SOI (Italian Society of Ophthalmology)
- SOPSI (Italian Society of Psychopathology)
- Telecom Italia
- TIM - Telecom Italia Mobile
- Vodafone
- Wyeth Lederle SpA

DIRECT CUSTOMERS

In addition to the work for selected translation agencies, over the years I have also acquired several important private customers, especially in the technical, medical and scientific sector (planning and design studios), the medical sector and the legal sector (international law firms). I perform both interpreting and translation duties for these customers.

RATES AVAILABLE ON REQUEST.

OTHER INFORMATION

Experience as interpreter and translator:	28 years
Membership:	BDÜ (German Association of Interpreters and Translators)
Experience as a tour leader and in the conference industry:	28 years
Words translated per day:	2000/2500 (depending on the complexity of the text)
Translation acceptance:	only after visual assessment
Urgent work charges:	to be agreed with the client in the case of especially urgent work
References:	on request

I hereby consent to the processing of my personal data in accordance with the German DSGVO.