

## Translator-Editor-Project Manager

English & Italian => French

### Work Experience

#### Translating and editing

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| Since 2013<br><i>Freelance</i>         | <ul style="list-style-type: none"><li>• Technical translation: IT; sales techniques and marketing strategies applied to optical devices; catamaran sailing (web training); etc.</li></ul>   |
| 1992 – 2006<br><i>Freelance</i>        | <ul style="list-style-type: none"><li>• Software localization and software documentation translation and proof-reading</li><li>• Textile and fashion newspaper translation</li><li>• Books translation and proof-reading (Fine Arts, digital photography, musicology and tourism)</li><li>• AFNOR and other standards translation</li><li>• Legal, scientific or technical documents translation</li><li>• Translators team management and project management</li></ul> |
| 1991-1992<br><i>Mendez Traductions</i> | <ul style="list-style-type: none"><li>• Translating and editing various kinds of document, mainly software localization or industrial, economical and legal fields (professional newspapers, marketing publications, contracts)</li><li>• Project management including freelance translators subcontracting</li></ul>   |
| 1988-1991<br><i>Dataid Traduction</i>  | <ul style="list-style-type: none"><li>• IBM software localization</li><li>• IBM software and hardware documentation translation</li></ul>   |

#### Communication and PR

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| Since 2014<br><i>Freelance</i> | <ul style="list-style-type: none"><li>• PR Consultant</li></ul>  |
| 2006-2008<br><i>Freelance</i>  | <ul style="list-style-type: none"><li>• Press Relations for a dance academy and dance company</li><li>• Web forum project management for a theater</li><li>• PR strategy for an association</li></ul>                          |
| 2006 – 2007<br><i>GERES</i>    | <ul style="list-style-type: none"><li>• Press Relations for two projects</li><li>• Posters and flyers</li><li>• Website design and contents</li><li>• Event organization</li><li>• Management of publication process</li></ul> |

#### Administrative Assistant

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| 2013 – 2009<br><i>LVL Médical</i> | <ul style="list-style-type: none"><li>• Administrative work</li><li>• Customer relationship (doctors and patients requests management)</li></ul> |
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### Skills

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| <b>Software</b> | <ul style="list-style-type: none"><li>• Microsoft Office Suit</li><li>• Transit NXT</li><li>• SDL Trados Studio 2014</li></ul> |
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### Education

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| 2006 | <ul style="list-style-type: none"><li>• Master II Information, communication et nouvelles technologies, EJCM (École de Journalisme et de communication de Marseille)</li></ul> |
| 1989 | <ul style="list-style-type: none"><li>• DESS (Master II), French-Italian-English Translation, ESIT (École Supérieure d'Interprètes et de Traducteurs)</li></ul>                |
| 1989 | <ul style="list-style-type: none"><li>• Maîtrise (Master I), Italian and English, ESIT</li></ul>   |