

**MURIELLE MARTIN**  
**FREELANCE TRANSLATOR EN, SP, IT, CAT > FR**

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35, French, married with two children

**LEGAL:** Contract, Court documentation, etc.

**TECHNICAL:** Automotive, Machinery & Tools, Steel industry, High-Tech, H&S, Textile industry, Watchmaking, etc.

**IT:** Localisation, IT hardware, etc.

**ART & CULTURAL HERITAGE:** Fashion, Design, Painting, Sculpture, Religious art, Tourism and Gastronomy

**OTHERS:** Marketing, Advertising, Press Releases, Corporate magazines and papers, Human Resources policies, Humanitarian Aid, Government cooperation programs, etc.

## WORK EXPERIENCE

Since September 2004 **Freelance Translator**

- Translations and proofreading in the fields above mentioned
- Coordination of high volume translation projects
- Terminology and lexicology (development of a bilingual dictionary)

Sept. 2004/July 2005 **English & French Teacher in language school**, Barcelona

- Teaching English to adults in a private language school (Cambridge Advanced Exam)
- Teaching Business English to adults in companies (all levels: from beginners to proficiency)
- Teaching French (Français des affaires) to adults in companies (beginners)

Dec. 2003/ Sept. 2004 **Trilingual administrative worker**, Mango, Barcelona

- Follow-up of production (Spain, India, Pakistan, Turkey and Morocco)
- Intermediary between label producers and garments vendors
- Occasional translations

August/ Dec. 2003 **Technical translator/Localiser**, Locteam, Barcelona

- Localisation (Apple operating system)
- Translation of manuals, brochures, etc.
- Terminology (Transit)

May 2002/ June 2003 **Trilingual Managing Assistant**, Alstom Transport, Barcelona

- Update of the Technical Manager's agenda
- Organisation of business trips and meetings
- Translation of the necessary technical documentation on trains, tramways and metros(English, Spanish, Italian and French)

April 2001/ April 2002 **Project Manager** and Translator at Surrey Translation Bureau, Farnham, UK

- Responsible of translation projects (small and large projects in all language combinations)
- Customer management
- Management of a translator team (10 in-house translators and over 200 freelance translators)
- Desktop Publishing (Frame Maker, Page Maker, Publisher, QuarkExpress, etc.)

## EDUCATION / QUALIFICATIONS

2013	<b>Postgraduate Diploma for Judiciary Interpreters and Translators</b> – ESIT (École Supérieure d'Interprétation et de Traduction) in Paris, France
2000	<b>Postgraduate Diploma in Translation and Interpretation</b> <b>Master's degree in English</b> – IPLV (Institut de Perfectionnement en Langues Vivantes) in Angers, France
1999-2000	BA in English and Spanish (with distinction) Diploma in Business English of the British Chamber of Commerce (obtained with merit)

## FOREIGN LANGUAGES

French	Mother tongue
English	Fluent
Spanish	Fluent
Catalan	Good working knowledge
Italian	Basic

## **SOFTWARE**

- Windows 7: Office package, Acrobat Writer, Thunderbird, Translator Office V10, etc.
- Linux Ubuntu: Open Office, Virtual Box OSE, GIMP, InkScape, etc.
- Translation tools: SDL Studio 2011, memoQ 4.2, xBench (for QA check)

## **OTHER INFORMATION**

Currently attending a creative writing course and some singing lessons

Great interest in music, art and literature

Practice of yoga and meditation