

## LAURIE HENKINBRANT

### English, German & Spanish to French Translator

Paraíso de Colon V4, El Batey, Sosúa, Dominican Republic

Cel: 1 (809) 849-9019

eFax: 1 (360) 283-3113

E-mail: [l\\_henkinbrant@yahoo.com](mailto:l_henkinbrant@yahoo.com)

## WORK EXPERIENCE

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Since January 2005 **FREELANCE TRANSLATOR**

Sept. 2002 – Dec. 2004 **ILANGUAGE**, Sosúa, Dominican Republic

### *French Team Supervisor* (from June 2003)

- Project management, translation and proofreading of technical manuals, software, websites, online help, e-mails, FAQs, online surveys, corporate communications, press releases, marketing collaterals from English and Spanish into French
- Quality assurance, terminology (glossaries and translation memories)
- Evaluation of team members, recruitment of freelance translators

### *Translator/Proofreader*

Specialization: IT, telecommunications, eCommerce, marketing, media & entertainment, travel, tourism, consumer products, etc.

June 2001 – Aug. 2002 **BOWNE GLOBAL SOLUTIONS**, Brussels, Belgium

### *Translator*

Translation of the online help of SAP R/3 business software from German/English into French.

Specialization: HR, Financial Accounting, Media Sales and Distribution, Travel Management, Advanced Planner and Optimizer, Training, Healthcare

## EDUCATION

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| 1996 – 2000           | Bachelor's degree in TRANSLATION (French, English & German) - <b>INSTITUT SUPÉRIEUR DE TRADUCTEURS ET INTERPRÈTES (ISTI)</b> , Brussels, Belgium |
| 1999 – 2002           | Evening classes in Spanish - <b>ISTI &amp; EPFC</b> , Brussels, Belgium  |
| Oct. 2000 – Feb. 2001 | Erasmus program - <b>UNIVERSIDAD DE SALAMANCA</b> , Spain  |
| Oct. 1998 – Feb. 1999 | Erasmus program - <b>JOHANNES GUTENBERG-UNIVERSITÄT MAINZ (FASK)</b> , Gernersheim, Germany  |
| 1995 – 1996           | 1-year schooling with AFS exchange program - <b>ANNANDALE HIGH SCHOOL</b> , Virginia, USA  |
| 1989 – 1995           | Secondary schooling - <b>ATHÉNÉE ROYAL D'EUPEN</b> , Belgium (German-speaking community of Belgium)  |

## COMPUTER & SOFTWARE

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Windows XP, MS Office XP, Trados 6.5, Translator Studio, Dreamweaver, DSL connection