

KATELL DELETRE

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FRANCE

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TRANSLATOR (ENGLISH/GERMAN INTO FRENCH)
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SKILLS:

Technical/legal translation (User's manuals, installation guides, technical instructions, technical specifications, patents, manuals, brochures, contracts) in the following fields: IT, electronics, engineering, machine-tools, telecommunications, automotive, marketing

Computer literacy

- Search of online dictionaries and terminological databases related to specialized fields
- Trained in office technology(Word, Excel, PowerPoint)

Work experience with a computer-aided translation tool (Across, MemoQ, Memsource)

EDUCATION :

- 2002-2003 : Postgraduate Diploma in translation/technical writing, University of West Brittany
- 2001-2002: Four-year university degree in Applied Foreign Languages (English/German) equivalent to M.A.
- 1997-99 : Two-year university degree in Applied Foreign Languages/ spent the summer semester 1999 at the University of Kiel (Germany) in the frame of ERASMUS (European students exchange program)/ passed Cambridge Proficiency Exam in 1998

WORK EXPERIENCE AND PRACTICAL TRAINING:

1st June 2004 - until now: Freelance translator specialized in technical/legal translation-translating on a daily basis (from English/German into French)

1stDecember 2003 - 1stMay 2004: Translator in Cabinet Arolc, a patents translation agency in Bordeaux (France)

- Translated and checked the translations (from English into French) of patents in the following fields :
- electronics and semiconductors > logic circuits/ chips/ printed circuit boards

- telecommunications > transmission systems/ transmitters/spread spectrum communication systems/ signal processing
- mechanical and automotive engineering > internal combustion engines/ inlet and exhaust systems/ control valves/ air cleaners

May-August 2003: French Research Institute for Exploitation of the Sea (Brest)

- Wrote and designed a popularization web site describing the activities of the Oceans Physics Laboratory (www.ifremer.fr/lpo/)
- Translated into English the laboratory's new web site

April-May 2002: Brest Graduate Engineering School in microbiology and food safety

- Translated into French a scientific glossary (rheology and food texture)
- This glossary, translated into French for the first time, was published in scientific reviews

May-August 2000: German Ministry for Information and Communication, department France/European Community/G7/G8

- Translated articles of the French press and wrote weekly reports
- Translated into French the department's web site
- Provided secretarial support
- Participated in organizing two state visits and handled contact with journalists

INTERESTS:

Travel and foreign cultures

Nautical sports (swimming, sailing)