

## **RESUME**

**Name:** Sanna Helena Hämäläinen

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**Date of birth:** May 25, 1974

## **Education**

2001 *Baccalaureus Artium* (MA) in English language and literature (major) and Fenno- Ugric languages (minor), Tartu University, Estonia, (192 credits)

1999 Trinity College Dublin, Ireland, visiting student, Irish and English literature

1993 Kuopion Lyseon lukio, Kuopio, Finland, 6th form college

Previous primary education in Finland.

## **Work Experience**

**2001** - Lingtwist OÜ

Full-time translator providing professional translations from English and Estonian into Finnish. Mainly business, legal and finance related texts with special emphasis on contract law, GDPR, investment fund reports and KIIDs as well as various monthly updates and press releases.

My second field of specialization alongside legal and business translations is marketing materials with special emphasis on cosmetics marketing. For example, I have translated various brand marketing and eCommerce materials for Procter and Gamble including most of their personal care products. Also, I have translated websites of various cosmetics webstores and professional haircare products. Additionally, I have translated some marketing materials for well-known cosmetic brands such as YSL, Estée Lauder and Clarins, and I regularly translate general marketing texts for various fields ranging from ICT to tourism.

The total annual volume of translations amounts to circa 700,000 source words.

**1997-2001** freelancing for local translation agencies while studying.

## **Computer skills**

Office tools, SDL Studio, MemoQ, Memsource

## **Training and courses**

2014-2019 – various legal and financial terminology related lectures and short courses for translators (Estonian and English organised by the University of Tartu, Estonia)

2011 – successfully completed EPSO/CAST/S/1/2011 tests (English and Estonian into Finnish)

2004 – member of the Selection Board of Sworn Translators in Estonia (Finnish language)

**Personal interests**

Reading, horse riding and travelling

**Skills**

I am thorough, diligent, reliable and learn quickly.