

# MARY ANN MASCHKE

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## EDUCATION & CERTIFICATION

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ATA CERTIFICATION – FRENCH TO ENGLISH <i>American Translators Association</i>	JULY 2006
TRANSLATION CERTIFICATE – FRENCH TO ENGLISH <i>Marygrove College</i>	AUGUST 2005 <i>Detroit, MI</i>
MA, EDUCATION – FRENCH <i>Eastern Washington University</i>	AUGUST, 2006 <i>2 Summers in Nice, France</i>
BA, EDUCATION - FRENCH & HISTORY <i>University of Michigan</i>	APRIL, 2002 <i>Ann Arbor, MI</i>
STUDY ABROAD <i>Université d'Aix-en-Provence</i>	SEPTEMBER 2000 – JUNE 2001 <i>Aix-en-Provence, France</i>
FRENCH CIVILIZATION AND LANGUAGE CERTIFICATE <i>Sorbonne Language and Culture Institute</i>	JULY 1999 <i>Paris, France</i>

## EXPERIENCE

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TECHNICAL TRANSLATOR <i>Areva/SGN Nuclear Engineering Company</i>	MAY 2009 – PRESENT <i>Bagnols-sur-Cèze, France</i>
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Worked on-site at French client's offices translating confidential nuclear, mechanical, process and general documents regarding uranium centrifuge plants in France and the United States

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| <ul style="list-style-type: none"><li>· <i>plant systems descriptions</i></li><li>· <i>radiation protection guidelines</i></li><li>· <i>mechanical and technical notes</i></li><li>· <i>lab reports</i></li><li>· <i>presentations to clients</i></li><li>· <i>terminology research</i></li></ul> | <ul style="list-style-type: none"><li>· <i>nuclear regulations</i></li><li>· <i>facility plans and drawings</i></li><li>· <i>parts specifications</i></li><li>· <i>contractual documents</i></li><li>· <i>written correspondence</i></li><li>· <i>translation memory and glossary building</i></li></ul> |
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FRENCH TO ENGLISH FREELANCE TRANSLATOR <i>Freelance translator working with direct clients and translation agencies</i>	JUNE 2005 – PRESENT
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Translating, Proofreading and Editing French documents, including:

## EXPERIENCE (CONTINUED)

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### *Business*

- reports
- procedures
- policies
- presentations
- financial statements
- tax returns
- customer satisfaction questionnaires
- job interview rubrics

### *Technical*

- quality and operating reports
- machine risk analyses
- testing plans
- ergonomic assessments
- IT, mechanical, chemical, telecom, automotive, electrical patents
- vehicle inspection reports
- software manuals
- alternative energy reports
- parts specifications

### *Literary and Journalistic*

- company newsletters
- book excerpts
- press releases
- news articles
  - politics, current events, business, art
- web articles

### *Legal*

- patents
  - IT
  - mechanical
  - chemical
  - telecom
  - automotive
  - electrical
- certificates of utility
- patent applications

### *Legal (cont'd)*

- insurance policies
- insurance endorsements
- employment contracts
- terms of reference
- legal correspondence
- banking documents
- police reports
- criminal records
- accident investigation reports
- trademark coexistence agreements

### *Medical*

- medical reports
- medical articles
- coroner's reports
- lab procedures
- clinical trial documentation

### *Personal Documents*

- transcripts
- letters of recommendation
- diplomas
- résumés and CVs
- birth certificates
- marriage licenses
- death certificates
- passports
- visa applications

### *Marketing*

- marketing reports
- sell sheets
- advertisements
- product labels
- product packaging
- product information

### *Other*

- government reports
- veterinary documents
- art documentation

FRENCH TEACHER  
*Dexter High School*

AUGUST 2002 – JUNE 2005  
*Dexter, Michigan*

FRENCH TEACHER  
*Lingua Technics Language Services*

MAY – AUGUST 2002  
*Ann Arbor, Michigan*

ENGLISH TEACHER  
*Collège des Prêcheurs*

NOVEMBER 2000 – APRIL 2001  
*Aix-en-Provence, France*

## TRANSLATION SKILLS / ORGANIZATIONS

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- Knowledgeable of Francophone Cultures from Living, Studying and Traveling in France, Canada, Caribbean and Europe
- Utilize Trados 7.0 Translation Software – *Workbench, Tag Editor, WinAlign, MultiTerm*
- Proficient in Microsoft Office – *Word, PowerPoint, Excel*
- American Translators Association ('05 – Present)
- Chicata – Chicago Area Translators and Interpreters Association ('07 – Present)
- Phi Beta Kappa Academic Honors Society ('02 – Present)
- National Society of Collegiate Scholars ('02 – Present)