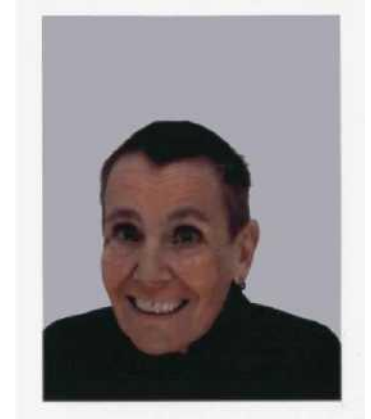


CURRICULUM VITAE

ABOUT THE PERSON

Name: **Gabriella Ambs-Wettstein**
Address: Fernkornstraße 10, 99085 Erfurt
Date/Place of birth: 11.03.1966, Basel (Switzerland)
Nationality: Swiss
Marital status: Married



EDUCATION

- 10/1986 - 07/1990 **Translator's Diploma**
DOZ School of Translation & Interpretation (Zurich, CH)
• Focus areas: politics, law, economics
• Semester abroad at the Institut Catholique (ISIT) and the Faculté de Droit (Paris, F)
• Final grade: good
- 10/1985 - 06/1986 **Diploma - Italian language**
Scuola Erma (Lugano, CH)
• Grade: 5-6
- 04/1982 - 06/1985 **Degree from the École supérieure de commerce in French**
Salve Regina, École supérieure de commerce (Fribourg, CH)
• Focus areas: all commercial subjects
• Grade: 5.23 (good)

PROFESSIONAL EXPERIENCE

- 01/1999 - 03/1999 **Nouvelle compagnie de réassurances (Geneva 1211, CH)**
• Correspondence in French and Spanish
• Preparation of insurance contracts and addendums in German, French, and Spanish according to instructions
- 01/1998 - 11/1998 **Charmilles Technologies SA (Meyrin-Geneva 1, CH)**
• Administration
• Sales
• Translation of correspondence and contracts in French and English
• Handling of correspondence related to patent litigation
- 01/1997 - 11/1997 **Union Carbide Europe SA, (Geneva 20, CH)**
• Secretariat
• Translation of business correspondence in French and English

04/1994 - 11/1996

Hôpital de la Tour, (Meyrin 1217, CH)

- Department of cardiac surgery, cardiology, nephrology
- Preparation of reports (dictation) in French, English, and Italian

07/1993 - 03/1994

Frantour Tourisme SNCF, (Geneva 1211, CH)

- Processing and translation of business correspondence in French
- Translation of catalogs and travel programs into French
- Processing of complaints in German and French

05/1993 - 07/1993

Helvetia-Vie Lebensversicherung (Geneva 1211, CH)

- General secretariat functions in French

05/1992 - 02/1993

Hero Conserven (Lenzburg 5600, CH)

- Executive assistant
- Translation of reports into French and Italian
- Collaboration in legal matters related to the attempted extortion at Hero Breda in 1992

FURTHER EDUCATION

06/2012 - 07/2012

Ing. Büro H.P. Merkel (March-Buchheim, 79232 D)

- IT administrator in Microsoft networks

03/2011 - 09/2011

Bénédict School (Freiburg, D)

- Course in web design

01/1990 - 04/1992

Universidad complutense (Madrid, E)

- Focus areas: law and economics
- Literature: The works of Ildefonso Falcones - Law and Feudalism in the Middle Ages

FREELANCE WORK IN FREIBURG

10/1999 - 07/2020

Private language courses

- French
- Italian
- English
- Spanish

Courses for adults and students (basic to advanced level)

Private lessons in the aforementioned languages

Translation work for the Public Prosecutor's Office Freiburg (Certified translations)

- Translation of international letters rogatory into German and French
- Translation of letters from prisoners into German and French
- Translation of bilateral correspondence in case of common exercises of the French and German police authorities

Translation work different translations agencies in Germany, Great-Britain, France and Switzerland

- Translation of texts in the following fields: tourism, advertising, mechanical engineering, medical devices, medicine (cardiology, cardiac surgery,
Certified translations: birth certificates, testaments, divorce judgements

07/2020 - 04/2023

Stays in France, Spain, and Italy

- Deepening of knowledge of language
- Return to Germany (Erfurt) in April 2023

FURTHER KNOWLEDGE AND SKILLS

Languages:

German - native language

French (second native language)

English, Italian, Spanish (C2)

Software:

Microsoft Office (MS Powerpoint, MS Word, MS Excel) very good knowledge

Adobe Photoshop and Indesign, very good knowledge

Trados Studio 2022, very good knowledge