

# Ute Schmalbruch

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## PERSONAL

**Date of Birth:** September 14, 1962  
**Place of Birth:** Braunschweig, Germany  
**Citizenship:** German  
**Visa Status:** Permanent Resident

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## SKILLS

<b>Language:</b>	English - fluent French - fluent Spanish - good
<b>Mother Tongue:</b>	German
<b>Computer Skills:</b>	Microsoft Office; CAT (Across, MemoQ, Trados); different graphics applications
<b>Available CAT-Tools:</b>	Across, MemoQ
<b>Technical Skills:</b>	Theoretical knowledge in mechanical engineering (mechanical industry; metalworking industry; manufacturing technologies; automotive; conveying equipment; mining equipment; medical instruments; construction, etc.)
<b>Soft Skills:</b>	Analytical; open-minded about new experience and knowledge; very good social and interactive skills
<b>Personal Interests:</b>	I'm doing volunteer work in different community activities and in supporting refugees I'm very interested in intercultural and socio-cultural diversity and psychology

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## EMPLOYMENT

### **Freelancer**

*April 2000 - present:*

English, French and Spanish translations and proofreading for mainly German industrial and private customers of different branches, mainly technical.

Freelance instructor for graphics software application for several years.

Occasional interpreting assignments for companies, doctors and police.

### **Salzgitter Maschinenbau GmbH**

*January 1990 - April 2000*

#### Technical translator

- Producing mainly technical translations in English, French, Spanish language
- Head of company's translation and typing pool
- Marketing: creation and translation of print media (brochures, advertisements, etc.)

### **Aluteam Vertriebsgesellschaft mbH, Mayen**

*August 1988 - November 1989*

#### Junior-Sales Trainee

- Training in sales and marketing with international orientation
- Gained knowledge in different aluminium processing technologies
- Successfully accomplished different sales and marketing campaigns
- Prepared and organized German and international fairs and exhibitions

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## EDUCATION

### **Hochschule Hildesheim (now Universität Hildesheim)**

*October 1982 – July 1988*

Dipl.-Fachübersetzerin für Technik (Graduate technical translator) - Main subjects: French, Spanish, Mechanical Engineering, Electrotechnics

*July 1988*

Thesis: Zur Behandlung von Phraseologismen in französischen Wörterbüchern"  
(Treatment of phraseologisms in French dictionaries).

### **Gymnasium Kleine Burg, Braunschweig**

*August 1973 – July 1982*

*May 1982:* Abitur (general qualification for university entrance)