

**Susanne Öhrvik
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EXPERIENCE

Freelance translator, editor, proofer, verifier/tester of software, documentation and web sites for IT and TELECOM industry and Med-Tech industry, domain providers and web sites, business documents, desktop publishing, and subtitling, *English into Swedish*. Business documents, web pages, personal letters and children's books *Swedish into English*. (5/94---)

Language tester, evaluating Swedish speaking capabilities through interviews. ACTFL. (2019---)

Production editor for the PORSEC Bulletin. Producing a newsletter for the web 3 times/year. (2007-2017)

Translator and Desktop Publisher at ILE Corp in Boulder, Colorado. Translated, edited and proofed computer and medical manuals and software into Swedish. Verified software translated into Swedish. Project lead for the desktop publishing part of several projects. Typeset manuals and brochures into 12 different languages using Ventura and other desktop and graphics programs on both PC and Macintosh. (9/91-4/94)

Market Analyst at SEBanken, Stockholm, Sweden. Responsible for market and opinion research. Created database for customer analysis. (6/90-12/90)

Market Analyst at FinansSkandic AB, a finance company in Stockholm, Sweden. Responsible for producing marketing studies and financial reports on competitors. Editor for company monthly newsletter. (1988-1989)

Assistant Controller at FinansSkandic AB. Duties included product pricing, fiscal budgets, and statistical analysis of marketing plan. (1986-1987)

Accountant at Nilsson & Bergholm AB, graphical consultants, in Stockholm, Sweden. Tracked invoices and cash-flow. (1983-1984)

EDUCATION

Business French. La Sorbonne, Paris, France. *Diplôme supérieur de français des affaires de la chambre de commerce et d'industrie de Paris* and *Diplôme d'études de civilisation française*. (9/87-1/88)

French, Université de Savoie, Chambéry, France. *Certificat pratique de langue française*. (1/85-5/85)

B.S. Finance Stockholms Universitet, Sweden. Cost and income analysis, international affairs. (1982-1985)

Business and accounting Frans Schartaus Gymnasium, Stockholm (1980)

MISC. JOBS AND POSITIONS

Treasurer for the Swedish Club of Montreal. 2013--2016

Festival production associate. Organized entertainment for annual festival in Langley, WA, USA. 2007-2009

Consulting member of Langley future cultural project investigation committee. 2007

Musician. Played with a folk music group and produced a cd. (2001-2010)

Ceramic artist, part time apprenticeship for master ceramic artist Loren Lukens. Preparing glazes, firings, moulds. 2001-2003.

Cook and Waitress and The Raven Café, Langley, WA, USA. (1995-1997)

Ski school sales clerk, Copper Mountain, CO, (1990)

Accounting assistant at Marubeni Scandinavia, Stockholm. (1981-1982)

Receptionist at Hotell Diplomat, Stockholm (1985)

Receptionist at Kungstenshallen Squash. Stockholm (1979-1984)

MISC. CLASSES

Journalistic Writing, Ljungskile folkhögskola, Sweden, spring 2020

Children's book writing and illustration, PTSA, Port Townsend, WA, USA, fall 2019

OPI tester, American Council on the Teaching of Foreign Languages (ACTFL), VA, USA, (2018)

Oral French, John Abbott College, Quebec, Canada, fall 2014

Oil painting, Lachine Artist Association, Quebec, Canada, 2013-2017

Course in Business for interpreters and translators, Stockholms Universitet, Sweden, spring 2012

Course work in Writing "Att skriva" Folkuniversitetet, Stockholm (fall 2010)

Course work in Public Speaking, Everett Community College, WA (2006-2007)

Course work in Spanish, Painting, Ceramics, Design and Art History, Skagit County Community College, WA, Coupeville Art Center, WA. (1995-2009), Institute d'Allende, San Miguel de Allende, Mexico, Lachine Art Center, Montreal, Canada.

Mountaineering, including First Aid. Everett Mountaineers, Everett 1996.

Course work in Philosophy, English and Creative writing, University of Colorado, Boulder, CO. (1/91-5/91)

Course work in Writing, Colorado Mountain College, Boulder, CO. (1/90-5/90)

Mountaineering First Aid, Boulder CO (1991)

COMPUTER SKILLS/EQUIPMENT

PC with Windows 11, SDL Studio 2021, Office 365, used to working with other online based applications like Phrase, Smartling and MemSource.

CERTIFICATIONS AND TRANSLATOR ASSOCIATION MEMBERSHIPS

ATA Certified translator (American Translation Association)

LANGUAGES

Native language: Swedish

Fluent: English A bit rusty fluency: French

Some: German and Spanish

PERSONAL

Born June 2, 1962. Interests: visual arts, music, philosophical and world ideas, gardening, cooking, meditation, skiing, exercise, the outdoors, family, friends, and my dog. Dual citizenship Sweden / US. Speak Swedish at home.