

## PERSONAL DETAILS



Adrien Lambert

English/German > French translator

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Nationality: French

## CAREER OVERVIEW

15 October 2012 – 6 December 2013

### In-house translator specialising in banking and finance

[CLS Communication AG](#) | London (United Kingdom)

#### ▪ **Banking and finance:**

- Investment, performance and market reports; investment funds, factsheets, brochures, regulations, prospectuses, Key Investor Information Documents (KIIDs), disclaimers.
- Retail and investment banking: standard letters, financing and licensing agreements, wealth management agreements, banking software.
- Financial literature, asset management strategy, risk management, e-trading, specialist articles.

*All asset classes covered: cash, equities, bonds, currencies, commodities, derivatives, multi-assets.*

- **Investor relations:** articles of association, AGM documents, quarterly and annual reports, financial reports; regulatory reports (Basel Accords, Solvency II, the UCITS directive, AIFMD, Dodd-Frank Act, FATCA).
- **Corporate communications:** letters, intranet news feeds, marketing documents, reports, media releases, company portraits.
- **Human resources:** internal communications, employment contracts, personnel regulations, letters of reference.
- **Accounting:** (consolidated) (audited) quarterly, semi-annual and annual financial statements, financial reporting, IFRS accounting.
- **Insurance:** standard letters, insurance policies and contracts, general conditions of insurance, claim forms, affiliation contracts for collective foundations, deeds of foundation, information on insured persons, insurance certificates.
- **Professional services and consulting:** insurance, audit and tax advisory, legal, IT and IT security; PowerPoint presentations, brochures, tenders/proposals, advisory mandates, auditors' reports, management letters, functional directives.
- **Legal:** judgments, procedural documents, correspondence between parties and courts; customer contracts, licensing agreements, collective agreements; legal literature and legal doctrine texts.
- **Life sciences:** pharmaceuticals: directions for use, patents, regulatory approval dossiers: summary of product characteristics and patient information, SPL/PIM labelling, clinical trials, scientific articles; dental and implantology; ophthalmology.
- **Telecommunications:** instruction manuals, product and service description, products catalogues, product information sheets, SMS/MMS marketing texts.

Software used: Microsoft Office suite, Adobe, Lotus Notes; CAT tools: SDL Trados 2007, SDL Trados Studio 2011, SDL Trados MultiTerm, SDL Trados Passolo Essential; DTP: InDesign.

Since October 2011

## Freelance translator

Adrien Lambert Translation (self-employed) | Marburg an der Lahn (Germany)

- Retail/Online business
- Textiles, clothing
- IT (software, hardware, network)
- Video games (console/PC/mobile)
- Gambling (poker, online betting)
- Corporate communications
- Human resources, marketing
- Legal (contracts)
- Technical (chemistry, construction)
- Cooking, wine
- Films, TV shows
- Aviation (general)
- Transportation, shipping
- Hotels and tourism

Software used: Microsoft Office suite, Adobe, Lotus Notes; CAT tools: SDL Trados 2007, SDL Trados Studio 2011, SDL Trados MultiTerm, SDL Trados Passolo Essential; DTP: InDesign.

11 July 2011 – 30 September 2011

## Linguistic game tester

Culturetranslate GmbH/Nintendo of Europe | Frankfurt am Main (Germany)

Quality assurance and testing of Inazuma Eleven 2, a Japanese football RPG, during its localisation and before the release of the game on the Nintendo DS console. Proofreading of the whole content, writing bug reports, performing walk-throughs and using test cases.

Hardware, software: Nintendo consoles (DS/Wii); Microsoft Office suite, Adobe.

21 December 2009 – 15 October 2010

## Game master

Sitel GmbH/NCsoft Europe | Düsseldorf (Germany)

GM Oscar responsible for the games Aion, Guild Wars and City of Heroes/Villains (MMORPGs):

- Online: customer support by e-mail (ticket system), account and billing issues, technical support/troubleshooting.
- In-game: problem-solving, organising events, monitoring, game surveillance, investigation.
- Maintenance: testing of the games after the implementation of new patches and before reopening the servers to the public (build verification tests, walk-throughs, smoke tests).
- Other: community moderation (forums), occasional translating and proofreading, providing the American and Korean production teams with relevant game-related information and community feedback.

Software used: Microsoft Office suite, Adobe, Lotus Notes; Right Now (CRM)

## EDUCATION AND TRAINING

Level 6 EQF

- 6 September 2012 *Licence LLCE* (equivalent to a Bachelor of Arts), specialising in English and German  
 Majored in translation and translation careers  
[Université de Lorraine](#) (formerly Université Nancy 2) | Nancy (France)  
**Grade: good (13.26/20)**  
 3<sup>rd</sup> year: Erasmus exchange at the [Philipps-Universität Marburg](#) (Germany).
- 2007 – 2009 *Lettres supérieures* and *Premières supérieures* (literary "classe préparatoire aux grandes écoles")  
*Hypokhâgne* and modern *Khâgne* | specialising in English and political sciences  
[Lycée Henri Poincaré](#) | Nancy (France)  
**Grade: very good (ECTS system: A)**  
 Converted into credits at the Université Nancy 2: 1<sup>st</sup> year in Modern Languages (French, 60 ECTS) and 2<sup>nd</sup> year in LLCE (BA) specialising in English (*Diplôme d'Études Universitaires Générales*, 120 ECTS).
- 2007 Scientific *baccalauréat*  
 Specialising in life sciences, physics and chemistry | Option: judo  
[Lycée Henri Loritz](#) | Nancy (France)  
**Grade: good (12.28/20)**

## PERSONAL SKILLS

Mother tongue **French**

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
<b>English</b>	<b>C2</b>	<b>C2</b>	<b>C2</b>	<b>C2</b>	<b>C2</b>
<i>Licence LLCE</i> , specialising in English and German   Option: translation and translation careers   Level 6 EQF					
<b>German</b>	<b>C2</b>	<b>C2</b>	<b>C1</b>	<b>C1</b>	<b>C2</b>
<i>Licence LLCE</i> , specialising in English and German   Option: translation and translation careers   Level 6 EQF					

Common European Framework of Reference for Languages

## PROFESSIONAL SKILLS

- Meticulous planning of workload
- Ability to work under pressure
- Excellent ability to focus
- Attention to details
- Flexibility
- Multitasking
- Excellent capacity for research
- Ability to put thoughts in writing in an accurate manner
- Quality copywriting
- Meeting deadlines

### **Productivity:**

- ✓ Translation: 1,500 - 3,000 words/day (8 hours) depending on difficulty
- ✓ Quality assurance: 3,000 – 6,000 words/day
- ✓ Proofreading: 15,000 words/day

## IT SKILLS

- Very good command of the Microsoft Office suite
- Almost always leveraging CAT tools when translating
- Good general knowledge of IT
- Problem solving
- Extensive knowledge of the gaming, betting and video games industries and e-sports (former high-level competitor and sector professional)
- Quick to understand how new software works
- Fast learning curve when dealing with new business processes
- Typing speed: 80 words/minute.

## HOBBIES

- Keeping abreast of current affairs
- Very keen on French grammar and spelling, crossword fan
- Sports: football, judo (brown belt), taekwondo (blue belt), skateboard, snowboard
- IT, video games and poker
- Foreign cultures (have been living abroad for 4 years)
- Foreign languages (highly interested in Japanese, good understanding of written Spanish and Dutch)

### Driving licence held