

Ouattara Nanfro

Translator

AREAS OF EXPERTISE

*IT, legal, Engineering, CV,
Contract, Marketing,
Technology*

Translation

Interpreting

Proofreading

Terminology

Bilingual

RATES:

*Translation rate per source word
(basic): \$0.07*

Hourly rate (proofreading): \$15.

Minimum charge: \$10.

PROFESSIONAL

*English & French
Proz Certificate*

SKILLS

*Detail orientated,
Well organized, Friendly*

*I work with MS Office (Word,
Excel, Power Point, etc.), Adobe
Photoshop, Adobe Acrobat (full),
Adobe, etc. I have a fast Internet
connection, a modern PC and
notebook, digital printer and
scanner.*

*Translation Tools
SDLTrados 2014, SDLX, MemoQ
4.0, Wordfast 5.5, Transit 3.0
(Satellite), Across 5.*

PERSONAL DETAILS

*Ouattara Nanfro
Blk 9 Lot 19 Lira Street Villa
Carolina I, Muntinlupa City,
Metro Manila, 1770, Philippines*

M: +639156548926

E: nanfro.ouattara@gmail.com

DOB: 04/03/1985

Driving license: Yes

Nationality: Ivorian

PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

WORK EXPERIENCE

Translation Agencies - Freelance

FRENCH TRANSLATOR & EDITOR June 2009 - Present

Working freelance for a translation agency providing a translation and interpretation service to clients where needed. Translated user manuals, brochures and other marketing material for various cosmetic and beauty products like L'Oreal, Nivea and various other beauty products (names cannot be disclosed due to NDA). Also engaged in translation of content for Motorola Mobile, Lenovo Mobile, Qualcomm, Microsoft Lumia, HCL, Microsoft OS, Windows, Gallup, etc

Duties:

- Researching legal & technical phraseology to ensure the correct translation is used.
- Liaising with clients to discuss any unclear points.
- Providing guidance & feedback & creating customer-specific style guides.
- Translation of documents/letters from French to English & vice versa.
- Reviewing and proofreading mother-tongue text.
- Revising more junior translators' translations.
- Conducting face-to-face interpreting.
- Telephone interpreting.
- Working as a translator for Law firms, charities and local councils.
- Supporting the translation team with other projects when necessary.
- Excellent English speaking and writing skills.
- Retrieving articles from newspapers, magazines & the internet & translating them into English.

KEY SKILLS AND COMPETENCIES

- Familiar with translation software tools.
- Able to fluently speak English.
- Excellent communication and social skills.
- Able to work to tight deadlines.
- Highly skilled in Word, Excel and Microsoft Outlook.
- Willing to travel and able to work under pressure.
- Able to prioritize work.

ACADEMIC QUALIFICATIONS

Master of Arts (India) Translation Media & French
Bangalore University 2010 - 2012

REFERENCES – Available on request.