


EU Standard CV and declaration of availability

 Curriculum vitae		
PERSONAL INFORMATION		
Name	Nationality	Date of birth
Anne-Mette Rasmussen	Danish	18/10/1965

MAIN LANGUAGE		Danish						
LANGUAGES	English	German	Spanish	Swedish				
♦ READING	excellent	good	elementary	good				
♦ WRITTEN	excellent	fair	elementary	-				
♦ SPOKEN	excellent	elementary	elementary	-				

Please use the following: elementary — fair — good — very good — excellent

EDUCATION AND TRAINING (RELEVANT ITEMS ONLY, STARTING WITH THE MOST RECENT)			
PERIOD	DIPLOMAS/QUALIFICATIONS OBTAINED	UNIVERSITY, INSTITUTE, ETC.	COUNTRY
September 2004 - June 2006	B.A. in Leadership and Management	University of Southern Denmark	Denmark
September 1988 - June 1990	B.A. in English (Specialized Language Diploma)	University of Southern Denmark	Denmark
September 1985 - June 1988	Bilingual Commercial Correspondent (English and Spanish)	University of Southern Denmark	Denmark

TRANSLATION EXPERIENCE

Time spent working as a translator: Approx. 20 years in total.

Translation currently accounts for around 70 % of my total income, and copywriting/content creation 30 %.

TECHNICAL SKILLS AND EXPERTISE

As a professional freelance translator and copywriter, I take pride in my reliability, accuracy, and ability to adjust a given text to a specified target group.

Due to my experience both as an in-house and a freelance translator I have extensive knowledge in various fields. My specialities include marketing, technical language, IT, management, and the HR field – end-customers include Google, Microsoft, HP, Mölnlycke, Medela, Getinge, Agco/Valtra, Danfoss, Vestas, and Vattenfall.

As an in-house translator I have worked in several international companies, e.g. Hydro Aluminium.

My previous work experience both in Sales/Marketing and the Human Resources field has given me invaluable business knowledge as well as an acute awareness of the crucial importance of accurate communication – and good copy.

I have extensive experience in utilizing CAT tools; at present, my favourite one is MemoQ.

Please note that I translate only from English into my native tongue (Danish).