

## PERSONAL INFORMATION

### Sabine Blumensath

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Female | 02/11/1984 | German

## POSITION

### State Certified Translator English-German

## WORK EXPERIENCE

### since 2013 Freelance translator English-German

- Translations from English into German
- Translations from German into English
- Revision and proofreading of German translations
- Revision and proofreading of English texts

### 2013-2014 In-house Translator at RWTH Aachen University, Department Software Engineering

- Translation Book "Modeling with UML", 2nd edition, Springer, Berlin, by Prof. Dr. Bernhard Rumpe, Chair of Software Engineering at RWTH Aachen University (not published)
- Revision of texts written by the scientific staff

### 2010-2013 Secretary

German Research School for Simulation Sciences GmbH, Aachen, Germany ([www.grs-sim.de](http://www.grs-sim.de))

- Scheduling
- Looking after guests
- Internal and external correspondence in German and English language
- Translations German-English
- Revision of English texts
- Support in preparing project proposals
- Organization of business travels

### 2008-2009 Industrial Clerk, Purchasing Department

Otto Junker GmbH, Simmerath, Germany ([www.otto-junker.de](http://www.otto-junker.de))

- Invoice verification
- Preparation of reclamations
- Verification of invoices of Czech subsidiary
- Filing of documents
- Support in preparing annual financial statement

EDUCATION AND TRAINING

2007-2012 **Distance learning programme “State Certified Translator English-German”**

Akad Private University, Stuttgart, Germany  
 Exam at the Regional Council in Karlsruhe, Germany

- Studies of Anglo-Saxon countries
- German and English grammar
- German Culture
- Economics
- Tools for translators
- Translation of general texts
- Translation of economic texts
- Impromptu translation

2005-2007 **Training as an Industrial Clerk**

Otto Junker GmbH, Simmerath, Germany  
 Exam at Aachen Chamber of Commerce and Industry, Germany

- Corporate processes
- Commercial management and control
- Economics and social studies

2005-2006 **Course “Commercial Correspondent in Foreign Languages in English”**

College for Economics and Administration in Stolberg, Germany  
 Exam at Aachen Chamber of Commerce and Industry, Germany

- Translation of an English Text
- Translation of a German Text
- Writing a business letter in English
- Written summary of an English message in German
- Conversation in English
- Business call in English

PERSONAL SKILLS

Mother tongue(s) German

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Certificate State Certified Translator English-German, issued by the Regional Council in Karlsruhe, Germany					
	Enter level	Enter level	Enter level	Enter level	Enter level

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user  
 Common European Framework of Reference for Languages

Communication skills

- excellent communication skills in English acquired by working in an international company with English as company language

- Organisational / managerial skills** ▪ good organisational skills gained through my experience as a secretary
- Job-related skills** ▪ good command of corporate processes gained through my experience as an industrial clerk  
▪ good intercultural skills acquired by working in an international company with employees from all around the world  
▪ excellent language competences in English and German acquired through my work as a freelance translator
- Computer skills** ▪ good command of Microsoft Office™ tools  
▪ very good knowledge in working with Trados Studio 2023  
▪ proficient in using AI language tools, especially DeepL
- Driving licence** ▪ category B

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**ADDITIONAL INFORMATION**

## Projects

**Translations from English into German:**

- Translations (incl. revision) for the European Commission with its various directorates-generals
- Translations for the European Parliament
- Financial translations:
  - Deutsche Bank: informational text about CROCI funds
- Medical translations:
  - Symetics: Post-Market registry plan valve implantation
  - Dimicron: Post OP and Discharge Instruction & Consent Form; instructions for use cervical disc replacement
- Technical translations:
  - Danfoss Solar Inverters: advertising brochure; translation field labels
  - VELA/Vermund Larsen A/S: marketing texts
  - Caljan Rite-Hite: user manual
  - PTV Group: Add-in marketplace – submission proposal; project descriptions
  - ICM Airport Technics: Offer
  - Nachi Fujikoshi: robot user manual
- Other translations:
  - Kärcher: Code of Conduct
  - Translation of an interview with Herman Van Rompuy for a German TV program as basis for the voice-over
  - Presentation of reference projects – interior architecture
  - Texts in the legal field
  - Firmenich: request for proposal; confidentiality agreement; supply agreement; packaging policy
  - German Research School for Simulation Sciences: internal guidelines; text for the three chairs Applied Supercomputing in Engineering, Computational Biophysics, Parallel Programming (project descriptions, texts for website etc.)
  - Bosch: organisational & personnel announcement
  - Steiner-Optik: marketing texts
  - Sunrise Communication AG: information handling policy

**Revisions of translations in German:**

- Documents for EU agencies:
  - Legislation summaries
- Medical documents:
  - Symetis: instruction for use aortic bioprosthesis
  - Hoya Medical Singapore: clinical evaluation
- Technical documents:
  - Nachi Fujikoshi: robot user manual

**Revisions of English texts:**

- Projects descriptions, texts for website in the field software engineering, parallel programming, applied supercomputing in engineering

**Translations from German into English:**

- Book “Modeling with UML”, 2<sup>nd</sup> edition, Springer, Berlin, by Prof. Dr. Bernhard Rumpe, Chair of Software Engineering at RWTH Aachen University
- translation of various CVs
- Website physiotherapy Nadine Bartel, Aachen, Germany

<b>Seminars</b>	May 2014: Participation in ATICOM seminar “German Civil and Criminal Law and related legal terminology for the German language” followed by an exam by Nürtingen-Geislingen University; April 2013: Participation in translators’ workshop at Xchange Services in Edinburgh, Scotland
<b>Memberships</b>	Member “Bundesverband der Dolmetscher und Übersetzer e.V. (BDÜ)” (German Federal Association of Interpreters and Translators)
<b>References</b>	References are available on request.

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**ANNEXES**

- Prüfungsurkunde Staatliche Prüfung für Übersetzer in der Sprache Englisch
- Prüfungszeugnis Geprüfte Fremdsprachenkorrespondentin in der Fremdsprache Englisch
- Hochschulzertifikat – Fachkundenachweis Deutsche Rechtssprache