

## **Michèle Heyvaert**

**Av. de Beaulieu 14, B1**

**1160 Brussels - Belgium**

Tel. + 32 2 387 30 27

Mobile + 32 479 440 100

E-mail address: [miheyvaert@gmail.be](mailto:miheyvaert@gmail.be)

### **Freelance translator EN & NL into French (BE) + (FR)**

#### **Professional experience:**

Now: Since Oct. 2010, freelance translations EN-FR and NL-FR for an important American translation agency and for various smaller agencies in Belgium and Europe.

Specialized in (para-)medical and pharmaceutical translations (ICFs, study protocols, "marketing minded" medical documents (about drugs: respiratory, CV, diabetes, ...), legal (contracts, statutes, judicial decisions, GDPR...), administrative (meeting minutes, work councils, health & safety, HR, etc.), environment, art sector, tourism... Since 2017, I'm also post-editing machine translations.

From 2007 to 2010: Punctual translation missions

1997-04/2007: NL-FR translations and management of our own company, AT & Cie SCRL

1995-1997: Freelance translator for the European institutions (Various documents for the Council, the Commission, the European Parliament – e.g. in extenso minutes of the Parliament ...)

1984-1996: Freelance translator for Bureau Traducel in Brussels

1983-1984: Freelance translator for Bureau Cogen in Brussels

#### **Studies:**

1978-1982: Translation Degree English-German at ISTI (Institut supérieur de l'État des Traducteurs et Interprètes) in Brussels, from 1978 to 1982.

#### **Linguistic skills:**

Mother tongue: French (BE) + (FR) (CH for medical docs)

Working languages: NL-EN

Other language DE

Notions of Spanish, Italian and Greek (learning)

#### **IT:**

CAT Tool: Wordfast 3 (latest version) & Wordfast 5 (latest version).- (Trados et MemoQ compatible)

Familiar with MemoQ Web

MS Word, Excel, Power Point, Google Chrome and other internet tools, Outlook, Home banking, terminology software ...

#### **Nationality:**

Belgian

#### **Various interests:**

Travelling, music, cinema, reading, polyphonic singing, martial arts, theatre, cycling, walking, swimming, snorkelling...