
Profile

Native French speaker translating from English and Arabic. Comprehensively trained translator, with a degree in English and Arabic focusing predominately on translation and linguistics. Dedicated to continuing professional development. Significant background knowledge and strong localisation skills, ensuring a culturally relevant result while the meaning is accurately conveyed. Work undertaken with SDL Trados.

Fields of expertise:

- Food and Drinks
- Video Games
- Electronic/Electrical Appliances
- Tourism and Travel
- International Development
- Education

Professional Career

July '12 - Present

Freelance Translator, Proofreader, Editor, Subtitler.

- **Food and Drinks:** recipes, menus, packaging, marketing, articles and books.
- **Video Games:** in-game texts and conversations, manuals, packaging, marketing materials and websites.
- **Electronic/Electrical Appliances:** technological specifications, product information, press releases, marketing and advertising materials, web content and user manuals.
- **Tourism and Travel:** brochures, books, magazines, tour and holiday guides, web content, marketing and advertising materials.
- **International Development:** reports, articles, surveys and policies.
- **Education:** diplomas, e-learning, educational materials, school reports, publications.

Volunteer Translator, Proofreader and Project Coordinator for UNV (United Nations Volunteers)

- Translation of reports and training materials

Freelance transcriber

- Transcripts, in French and English, of digitally recorded audio in accordance with the company or client guidelines (verbatim, dialogues with timecodes, etc.)

Oct '11 - Jun'12

Foreign Language Assistant

Chailey School, Lewes, East Sussex

- Preparation of weekly and daily lesson plans and objectives;
- Identify and select different instructional resources and methods to meet student's varying needs;
- Research new topical areas of study and advise other staff on French current affairs to aid their teaching;
- Working with the school data-base system 'SIMS', updating students' attendance, exam results and behaviour records, monitoring student's progress, ensuring the information held was relevant, accurate and up-to-date;
- Act as a support teacher and provide cover for absent teachers.

Sep '05 - Dec '07

Part-time Volunteer Fundraiser

Escalé-Nantes, Charity, Nantes (part of the Lassalien network)

- Funding educational equipment, such as a library, in an orphanage in Mexico City;
- Developing new and imaginative fundraising activities, many of which involved organising events and selling by-products;
- Communicating with potential companies to raise funds, via email and telephone, providing regular updates to donors regarding our project plans, with up to date progress reports and how their contributions were being spent;
- Managing and updating databases to record donor contact and information.

Education

2008 – 2012

English and Arabic Degrees

University of Nantes

Key components of the degree comprised of: translation, linguistics, culture and literature.

2005 - 2008

Baccalauréat STI

Lycée St Jean-Baptiste de la Salle, Nantes

Key components of the Baccalauréat (equivalent to UK A-levels) comprised of maths, English, French, mechanical and electronic engineering, physics, productivity.

Additional Skills and Interests

- Languages: French, English, Standard Arabic and knowledge of North African dialects
- Computer literacy: MS Office (Word, Excel, PowerPoint, etc.), SDL Trados Studio 2011, Passolo, MultiTerm, Gimp.
- Good organisation and time management skills
- Creative thinking
- Enjoy travelling, cultural exchange, world cuisine and mountain sports