

Vanessa GILBERT, M.Sc.

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SUMMARY

- ▶ **Languages pairs & skills:** ENG→ FR-CA / ENG→ FR. Native French proficiency with excellent command of grammar, spelling, punctuation and typography (in both European and Canadian variants); very good mastery of English writing skills/working proficiency as regards speaking skills; basic knowledge of Spanish
- ▶ **Time zone:** EST (UTC-5h) / EDT (UTC-4h) March-November
- ▶ **10-year experienced in language services**
- ▶ **Field of specialisation:** Scientific & Technical documentation
- ▶ 10-year experienced in Quality Assurance/Control in regulated industries
- ▶ **Softwares:**
 - CAT tools: MemSource Editor, Smartcat, Wordbee, XTM
 - Transcription platform: Ampersand
 - Word, Excel, Power Point, Outlook, PDF files

LINGUIST PROFILE

- Freelance **ENG-FR Specialized Translator/Editor & Generalist Proofreader (FR)** since 2014
- Freelance **French Transcriber**
- Proven areas of expertise for translation:
 - ▶ **Pharmaceutical, Natural Products & Healthcare industry, Clinical studies, Medical devices**
 - ▶ **Food & Packaging industry, Quality systems, Manufacturing, Chemistry, (Micro) Biology**
 - ▶ **Technology, Industrial Engineering, Safety**
 - ▶ **Marketing, Branding, Contracts, Legal proceedings**
- Examples of known brands: Olay, Coca Cola, Intel, Dyson, Huggies, Nespresso, Draeger, Kubota

PROFESSIONAL EXPERIENCE – *Languages services*

- **As self-employed** ----- **2014**
 - ▶ **CANADIAN FRENCH translation, proofreading and back translation** services for several international translation agencies (based in UK, USA, Canada and Spain): regular-basis mandates on various (technical/not technical) documents.
 - ▶ **EUROPEAN FRENCH translation** for translation agencies/independent translators based in France: long-term partnership and weekly-basis work on various (technical/not technical) documents
 - ▶ **CANADIAN FRENCH proofreading** and validation work for Lanla Research Marketing (*a Quebecer customer satisfaction & strategic management consulting firm*): daily-basis projects to 1) ensure a perfect consistency throughout the customized questionnaires as filled out by their selected mystery shoppers, 2) verify compliance of answers and comments with the clients' requirements.

- ▶ **Translation mandates** for my former employer (e.g. evaluation and training notebooks for respective job positions in production, policies of safety & good practices).
- ▶ Reviewing and rewriting services to individuals (e.g. resumes, cover letters, academic works).

● **As employee/packaging industry** ----- **2013**

- Translation of production working instructions/recording forms and quality/IT/HR policies.
- Translation support for other means of communication (e.g. corporate website, CEO's messages)

● **As employee/pharmaceutical industry** ----- **2008 – 2012**

- Reviewing the externally translated documents for adequacy, accuracy and right terminology.
- Reviewing the content relevance and proofreading the internal reports of the QC department.

PROFESSIONAL EXPERIENCE – *Pharmaceutical and food-contact flexible packaging industry*

● **Compliance Specialist** ----- **2012 – 2014**

St. Johns Packaging Ltd (Saint-Jean-sur-Richelieu, Canada)

● **QC Supervisor, Compliance & Documentation** ----- **2008 – 2012**

Valeant Pharmaceuticals (Montreal, Canada)

● **Coordinator, Finished Products** ----- **2006 – 2008**

Valeant Pharmaceuticals (Montreal, Canada)

● **Coordinator, Stability** ----- **2005 – 2006**

Valeant Pharmaceuticals (Montreal, Canada)

● **Laboratory Analyst** ----- **2002 – 2005**

KABS Laboratories Inc. (Saint-Hubert, Canada)

WORK EXPERIENCE – *Food science, Dairy products*

● **Research and Teaching Auxiliary** ----- **2000 – 2001**

Laval University (Quebec City)

● **Trainee in Chemistry & Microbiology laboratories of a Dairy plant** ----- **1998, 1999**

Laiterie Nouvelle de l'Arguenon (Créhen, France)

BACKGROUND

● **Master Degree - Food Science and Technology** ----- **2000 – 2002**

Laval University (Quebec City, Canada)

● **Bachelor Degree - Food Industry Applied Biology** ----- **1996 – 1999**

Science University of Rennes and IUP of Nantes (France)