

## SUSANNE COAX

Danzigerstraße 15 55774 Baumholder +49 172 6976575 [susanne.coax@t-online.de](mailto:susanne.coax@t-online.de)

### Education:

1989 - 1994 Montana State University  
Bachelor of Arts Teaching German as a Second Language  
Bachelor of Arts Teaching English at the High-School Level

### Relevant Work Experience:

1999 - 2002 Freelance Adult Education Language Trainer for a number of companies in Stuttgart, Germany, teaching Business English and German in an in-company environment, with course materials tailor made to the respective business sector. Clients included Porsche, Triumph Lasertechnik, Deutsche Telekom, Landesbank Baden-Württemberg.

2000 - 2014 M.C. Dean Europe GmbH, Stuttgart, Germany. German Subsidiary of a US based engineering firm in the Security und Electronic Systems Sector serving the US Armed Forces in Europe.  
Experience in a range of administrative fields, specialized in HR, recruiting, and payroll accounting. Also served as liaison between US-based head office and German regulatory agencies and government entities.

In-house translator for internal communications, work proposals, contracts, work agreements, subcontractor agreements, leases, etc.

### Translation Experience:

Since 2002 Freelance translating for a number of different companies in a variety of business sectors, including technological topics, material safety data sheets, marketing presentations, brand management literature and web content, among many other projects.

April to June 2012: Translated *Was Marken Unwiderstehlich Macht* by Klaus-Dieter Koch, Managing Director of Brand:Trust, Nuremberg, into English (*101 Triggers to Boost Your Brand*, released 2012 by Orell Füssli Publishers).

**Services:** Translation English > German and German > English (completely bilingual)

Proofreading English and German

Post-Editing English and German

**Formats/Software:** SDL Trados Studio 2014 Starter

All MS Office Formats

