

# Sibylle Bernardin



## EDUCATION

2007-2010  
**BA (Hons) Acting**  
Academy of Live and Recorded Arts

2002-2005  
**BA European Studies with French & Spanish**  
University of Limerick//Universitat Autònoma de Barcelona

## LANGUAGES

English - Native  
French - Native  
Spanish - Fluent

## CONTACT

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## OBJECTIVE

Freelance Linguist

## EXPERIENCE

09/2014 – PRESENT

### **Freelance Translator & Interpreter**

*For Habibi Interpreting*

Community interpreting between solicitors and clients covering asylum seeking, disability allowances, JSA applications.

*For Boulder Creek International Productions*

Transcribing and translating French surfing documentary for subtitling into English.

11/2012 – PRESENT

### **Freelance Voice Artist**

- For Sync or Swim; LEA Associates; and various production companies.

ADR, Dubbing & Voice Overs in English, French and Spanish on various feature films and television series.

03/2012 – 03/2013

### **Argos Business Solutions for UK & Spain**

-Bilingual Customer Service Advisor,

Handling 100 calls/day on over 800 Argos for Business reward schemes in English and Spanish; scheduling reservations, pick-ups and deliveries; chasing orders; registering new members; providing scheme explanations. Regular translating of emails between head office and clients.

10/2007 – 03/2012

### **Lucy Hall, Fishmonger's Hall Company, Jam Staffing**

-Part-time Event Staff while studying

Waiting tables, bar tending, hostessing, food and beverage prep, cloakroom, looking after VIPs.

01/2007 - 08/2007

### **Agence Arana, Paris**

-Temping:

Supervisor/ Team Leader in large scale events (conferences/showrooms); Hostess in high end events (film premieres/ private viewings); providing temp cover as Receptionist/ Administrative Assistant/ PA; Data entry; Bilingual Market Researcher (French/Spanish).

02/2006 - 01/2007

### **Kohlberg Kravis Roberts & Co., Paris**

-Trilingual Administrative Assistant

Providing support to office manager; first point of contact for all visitors; tea and coffee duties; ordering lunch; answering phones; photocopying; stationary stock take; maintenance of meeting rooms; drafting emails; keeping confidentiality.