



LAETITIA PELLEGRINI

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ENGLISH <> FRENCH TRANSLATOR

French native speaker, university graduate, qualified and experienced translator and subtitler, I have worked in marketing, e-commerce, movies and music sectors using both English and French in the UK and France for over fifteen years.

Now permanently based in France as an independent translator, subtitler and reviewer, I am your eyes and ears in the French market and culture, ready to transpose your message thoroughly with carefully chosen words and the utmost attention to detail.

EMPLOYMENT

OCTOBER 2014 – PRESENT: INDEPENDENT TRANSLATOR employed by Zone Franche, Festival Musilac, Accor, BPCE, Sup'rédac, Atelier Takt, Team Co Development, Sextant Properties Ltd, Waste Booking, Harmonia Mundi, BRANN Translations, InBeeld videos, Starska Translations, AJT translations, Ink publishing, IYUNO media, MSC Cruise, Translated.net, InWhatLanguage, World Circuit Records, Mad Musique, Dozen Biz, Livewords, FranklyFluent, Pixelogic, Amazon, Fox, Prime Video, ZooSubs, Fujifilm, Red Naomi, Straker translations, Veuve Clicquot, Textmaster, Acolad

Fields: Marketing, Entertainment, Tourism, Customer service, E-commerce,

>> Translating, subtitling, transcreating, proofreading, editing

November 2014 – November 2015: ALEC, Grenoble – *Non-profit organization providing advice on eco-friendly building renovation.*

Part-Time Bilingual Assistant

- Admin assistant duties, customer relations, partner relations, translations from FR>ENG

January 2013 – November 2014: Team Co development, Grenoble - *Consulting company*

Part-Time Bilingual Executive Assistant

- EA duties
- Translation: promotional materials, website, business proposals, contracts
- Communication: creation and design of business brochures, of business marketing materials
- Documents, communication materials, business proposal redaction in both FR & ENG

June 2012 – January 2013: Made in Design, Grenoble - *European leader for online shopping for design furniture, lighting and decoration.*

Bilingual Sales Assistant

- Sales support & advice to French/UK/US customers

August 2011 – January 2012: CCT Interiors Ltd, London - *Design and Build for commercial properties.*

Bilingual Executive Assistant

- PA duties
- French/UK administration

Sept 2009 – August 2011: Sextant French Properties Ltd, London – *Sextant is a property agent and represents a network of 160 France-based property agencies.*

Bilingual Property Marketing and Administrative assistant

- Communication: website maintenance, daily translations of property details and French guides/articles editing
- Public Relations : writing and formatting press releases, placing properties in key media titles

March 2008 - November 2008: Harmonia Mundi UK Ltd, London

Bilingual Secretary/Administrative Assistant

- Administrative support

- Translation: press releases, press articles, record booklets
- Occasional designer for advertisements and promotional materials (Photoshop)

2007 - 2008: Music Development Company, Paris, France

Bilingual Managing Director's Assistant/Marketing Assistant

- Assisting the Managing Director in the day-to-day company management
- Sales/Communication support

KEY SKILLS

Organisational skills, bilingual, eye for detail, creative, advertising & direct marketing, strong work ethic, problem-solving abilities, able to work under pressure, pragmatic, flexible. Diplomatic, used to dealing with people at all levels

Languages: French (mother tongue), English (fluent); Italian and Spanish (reading & comprehension)

Computer skills & programs: Office – advanced/Photoshop-Illustrator – experienced - Touch typing 60 wpm

TRADOS studio 2017 - MemoQ - Final Cut pro

EDUCATION & QUALIFICATIONS

2015 – 2016 - 2017 City University of London - **IoLET Diploma in Translation e-learning courses**

2007 **B.A. [International Business Bachelor's Degree]** - Paris Sorbonne University

International Business and Modern Languages [English & Italian]

2003 **French Film Academy Diploma** – Conservatoire Libre du Cinéma Français, Paris

2000 **Baccalauréat** (A levels) - Lycée du Grésivaudan, Meylan, France

Literature, Philosophy, English, Spanish, Italian

INTERESTS

Music – Active musician

Interests – Linguistics, Arts, cinema, live music, hiking, travels