

► Karen Caruana

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Education

Carleton University, Ottawa, ON (September 1989 to September 1990)

- M.A. in French, focus on translation

University of Guelph, Guelph, ON (September 1984 to April 1989)

- Honours B.A. in French and German
- One year of independent studies spent in Germany, at Universität Freiburg
- One year of independent studies spent in France, at l'Université de Nantes

Experience

Freelance Translator and Editor (2005 - present)

I translate from German and French into English and also copyedit English documents. I have experience in a wide variety of texts: anthropology, technical documentation, high-tech and fitness-related texts.

Instructional Designer (September 1997 – June 2004) - J.D. Edwards (Toronto)

Wrote and designed training materials for supply chain management software

Revised technical documentation

Technical Writer (June 1995 – August 1997) - Siemens Nixdorf Canada (Toronto)

Wrote and revised technical documentation for imaging software

Developed training courses

Support Specialist (May 1992 – May 1995) - Sietec Open Systems, Siemens Electric Canada (Toronto)

Translated language translation software manuals from German to English

Developed training manuals

Trained clients in a four-day intensive course

Conducted pre-sales and hotline support

Installed software for clients

Translator (1991 – 1992) - H. Burgers and Associates Ltd. (Ottawa)

Translated technical documentation from German to English and French to English

Revised texts in German, French and English

Translator (1990 – 1991) - Department of Supply and Services (Hull, Quebec)

Translated technical documentation from English to French and French to English

Teaching Assistant (1990) - Carleton University (Ottawa)

Instructed an interdisciplinary French course

Prepared course materials and examinations

Translator (May 1989 to September 1989) - Verlag Schmid GmbH (Freiburg, Germany)

Translated and edited technical documentation from German to English

Prepared camera-ready documentation

Skills and Certifications

- ▶ Certified French to English with ATIO (Association of Translators and Interpreters of Ontario)
- ▶ Fluency in French and German
- ▶ Trados 2022
- ▶ Proficiency in Microsoft Office suite (Excel, PowerPoint, Word, Publisher)

Publications

- ▶ German to English translation (pending publication): Wounded Land: Cree and Ojibwe Talk About their Lives, written by Swiss historian, Manuel Menrath, under the title [Unter dem Nordlicht](#)
- ▶ French to English translation: [Jean-du-Sud and the Magick Byrd](#), written by Yves Gélinas
- ▶ French to English translation: Autumn 1810, Winter 1810-1811, Spring 1811, Summer 1811, Autumn 1811, five volumes written by Marie-Christine Guindon
- ▶ German to English translation: [Max Out: Most Efficient Triathlon Training](#), written by Michael Krell
- ▶ French to English translation: [Enduroman: An ordinary champion on an extraordinary adventure](#), written by Cyril Blanchard
- ▶ German to English translation: [The Philosophy of Gardening](#), published by Invisible Publishing
- ▶ Editing and layout: [Understanding Yoga: A Beginner's Guide to the Complete Practice](#), written by David Laidlaw

Translated websites

- ▶ French to English: <https://www.direct-vet.co.uk/> (online veterinary product store)
- ▶ German to English: <https://leazy.us/> (shoe accessories - German site: <https://leazy.de/>)
- ▶ German to English: <https://steelform.com/> (furniture website)
- ▶ German to English: <https://www.bachelorprint.com/> (academic printing services)