

# Hélène Benhaïm

Guidel (France)

+33 (0) 7 67 71 75 08 / +34 6 87 95 71 17

benhaïm.helene@gmail.com

<https://www.linkedin.com/in/hélène-benhaïm-a1811633>

## Translator/Revisor EN-ES>FR

Professional translator with more than 20 years of experience, expert in **technical, legal, environmental and touristic fields**

### Experience

#### **Freelance translator - 1999-Now**

#### **Translation-Proofreading-Editing-Localization-Transcription-PE**

- **Fields** : Engineering-Construction-Energy-Transports-Environment-Legal-Insurances-UE Institutions-Tourism
- **Clients** : Engineering firms / Major companies / Organisations / Agencies world-wide
- 600 000 words/year

#### **In-house translator/proof-reader - Prointec, S.A.**

Translation/review of **tender documents**, for a leading company in **civil engineering** & consulting on infrastructures, urban planning, environment

#### **Translation teacher - International School Sampere**

Legal and general translation Advanced, for students with a second language. Preparation for exams

#### **French teacher - University Juan Carlos III**

For students of undergraduate level in Economics and professional studies

### Education

- **Master degree** – Hispanic Literature (University Paris X) (1990-1994)
- Degree of **Legal and Economical Translation** (International School Sampere) (1998-2000)
- **C1 Advanced** -- (Group Femxa-320 hours)
- Training **SDL Trados Studio** -- (Edvenn-8 hours)
- **SEO Translation course** -- (Fontaine de words-Online)

### Computer expertise

MS Office	MemSource
Trados Studio	MateCat
Wordfast Pro	Adobe Acrobat

### Skills

Precision, seriousness and punctuality  
Command of my working languages  
General interest and specific knowledge  
Curiosity and continuous training

### Outstanding projects

- ES>FR
- Administrative documents and reports (**Ministry of Foreign Affairs**) (300.000 words)
  - Documents relating to policies and administration (**Ministry of Finance**) (50.000 words)
  - Cloud platform for administering **urban mobility** ParkXplorer (EYSA) (100.000 words)
  - QHSE management** system manual (Electren) (20.000 words)
  - Building project** of fishing port of Tanit (Civil engineering company) (35.000 words)
  - Detailed engineering studies** of the Ouanaminthe's market (International engineering group) (50.000 words)
  - Functional analysis** for gas clean-up and treatment systems (Steel company) (30.000 words)
  - Environmental Management/EIA** of water supply system of the Grand Agadir (Joint venture) (20.000 words)
  - Deployment plan for the **telemedicine service**-Senegal (Consulting firm) (20.000 words)
  - Company presentation** and **Corporate Social Responsibility Report** (Facilities services company) (40.000 words)
  - Collective agreement** (Airline company) (35.000 words)
  - Construction project** for WWTP and operation plan (Firm of engineering consultants in sewage facilities) (50.000 words)
  - Water distribution contract** for the management of public sewerage services (Industrial engineering) (15.000 words)
  - QA/QC Plan** for the execution of micro-tunnelling works (Industrial services provider) (20.000 words)
  - Technical bid** for the construction, equipment and operation of a WWTP for biogas production (Kenitra Town Hall) (45.000 words)
  - Translation/localization of **Websites** : furniture manufacturer, agri-food, garment manufacturer, airline company, woodwork, clinics
  - Official tourist office website of the **Canary Islands**, since 2011 (300.000 words)
- EN>FR
- Website of the **City of Gijon-Asturias** (Tender contract) (ongoing)
  - Review of the EUROSAT** >> Editions from 2017 to 2020 (90.000 words/year)
  - Level crossing solution** in ERTMS System (ONCF) (25.000 words)
  - Railway project** for the tramway line of Casablanca (30.000 words)
  - Specifications manual of electronic modules** of railway's signalling (Railway engineering group) (20.000 words)
  - Independent expert reports** for solar power plant construction project (Audit and consulting firm) (25.000 words)
  - Assistance project for the NCF on behalf of the **World Rural Forum** (20.000 words)
  - Consolidated financial statements** (Large energy companies) (100.000 words)
  - Accounting standards** IFRS and IAS (International audit firm) (80.000 words)
  - Risk identification and **Occupational risks prevention plan** relating to a diaphragm walls project (30.000 words)
  - Management manual and corporate policy** : procurements, training, environment (Main building companies) (150.000 words)
  - Machine-tool** manuals

### Membership-Activities

NGO Action Against Hunger – Volunteer – Translation / Administrative

Arsem (Aide à la réinsertion par l'enseignement mutuel) – Learning support

ASETRAD – Professional Member n° 3384