

# Philippe Morel

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## PROFILE

- High-quality translations, copyediting and proofreading skills (English to French and vice versa)
- Native French speaker + English at native level fluency and Italian at near native level fluency
- 8 years of experience as a translator
- Bachelor's Degree in Linguistics, Literatures, and Foreign Civilizations (LLCE)
- International Business Studies diploma (BTS)
- Confident with localization (handling idioms, colloquialisms, etc.)
- Strong understanding of the French & Anglo-Saxon market, culture and language
- Strong work ethic and sense of responsibility.
- Accurate and efficient working style
- Quadri-lingual: French/English/German/Italian

## WORK EXPERIENCE

**Nov  
2014/Present  
day**

### **Freelance Translator, English into French, and vice versa (mostly via Upwork and TextMaster)**

- Translation/Transcreation; Proofreading/Editing/ MTPE; Transcription; Subtitling (.srt Encoding) and Voice-over (Sample upon request); Software Localization
- Fields of expertise: Marketing; Legal; Administration; Tourism; Marketing; Health; Nutrition; Engineering; Web content; IT; Finance; Education; Literature; Linguistics; Economics; [Science/Geo] Politics; Philosophy; Current Affairs; Environment; [Renewable] Energies; [Alternative] Medicine
- CAT Tool: OmegaT; Wordfast Classic; Matecat, SmartCat, SDL Trados
- Upwork Profile Page @ <https://goo.gl/3eA7xl>

**Jul/Nov 2013**

### **Marketing Media Specialist at Unitedprint (online printings), London**

- Editorial supervision of their blog
- Creating and maintaining a strong fan community on social networks
- Serving customers through the appropriate social media channels
- Designing and implementing targeted marketing campaigns
- Analyzing and evaluating the social media activities
- Ensuring a unified corporate communication in the social media channels
- Implementing and management of translations for international communication

<b>Oct 2012/Jul 2013</b>	<b>Customer Support Agent at Unitedprint (online printings), London</b> <ul style="list-style-type: none"> <li>• Dealing with customer requests in written and verbal form</li> <li>• Answering Emails</li> <li>• Provide technical support (Printing files)</li> <li>• Create and submit online quotations</li> <li>• Guide customers through the order process and usability of websites</li> <li>• Presentation of product range by phone</li> <li>• Complaint management over the phone and/or email, and</li> <li>• Forwarding to Customer Care Department</li> <li>• Dealing with Call Backs and Dunning</li> <li>• Identifying opportunities for site and process improvements and communicating them to</li> </ul>
<b>May/Oct 2012</b>	<b>Switchboard Operator at the French General Consulate, London</b> <ul style="list-style-type: none"> <li>• Dealing with inbound calls and dispatching them to the relevant Services</li> <li>• Responding to customers' enquiries via emails</li> </ul>
<b>Jan /May 2012</b>	<b>Administrative Agent within the Election Department at the French General Consulate, London</b> <ul style="list-style-type: none"> <li>• Dealing with telephone calls from voters</li> <li>• Answering Emails</li> <li>• Carrying out miscellaneous administrative duties</li> <li>• Informing voters about voting procedures</li> <li>• Updating voting database</li> </ul>
<b>Aug 2011/ Jan 2012</b>	<b>French Teacher at “speaklanguages” (language school), London</b> <ul style="list-style-type: none"> <li>• Teaching French as a foreign language to professionals of all levels (A1 to C2 as defined by CECR)</li> <li>• Selling classes to new students</li> <li>• Assessing prospective students</li> </ul>
<b>Dec 2008 / April 2011</b>	<b>Waiter for catering company ‘La Tour des Saveurs’, Lyon</b> <ul style="list-style-type: none"> <li>• Waiting on people at a variety of events (weddings, symposiums, etc.) alongside my studies at university.</li> </ul>
<b>May / Sept 2008</b>	<b>Call Center Agent for ‘SFR’ (French phone company) Lyon, France</b> <ul style="list-style-type: none"> <li>• Taking phone calls from customers</li> <li>• Informing customers about their contracts</li> <li>• Advising them about their mobiles' technical features</li> <li>• Proposing solutions regarding legal arguments or disputes</li> <li>• Updating customers database</li> </ul>
<b>Jan / Apr 2008</b>	<b>Waiter at the ‘La Cachette’ restaurant, Les Arcs, France</b> <ul style="list-style-type: none"> <li>• Welcoming customers</li> <li>• Taking and communicating orders</li> <li>• Responsibility of cashing -up</li> </ul>

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| <b>Oct / Dec<br/>2007</b>        | <b>Receptionist at ‘Passerelle Sondage’ (Poll Institute), Paris</b> <ul style="list-style-type: none"> <li>• Dealing with telephone calls</li> <li>• Taking and recording reservations</li> <li>• Carrying out miscellaneous secretarial duties</li> </ul>                      |
| <b>Apr 2006 /<br/>Sept 2007</b>  | <b>Salesman for ‘MEAZ Institute’, Paris</b> <ul style="list-style-type: none"> <li>• Providing professional training</li> <li>• Prospecting for new customers by telephone</li> <li>• Dealing directly with prospective clients</li> <li>• Finalizing contracts</li> </ul>      |
| <b>Nov 2005 /<br/>Apr 2006</b>   | <b>Conference Host – Charlestown, Paris</b> <ul style="list-style-type: none"> <li>• Welcoming guests for prestigious events (showrooms, fashion shows, symposium, political meetings, movie premières, etc.)</li> </ul>  |
| <b>Sept 2004 /<br/>Sept 2005</b> | <b>At the door Salesman of art paintings in Dublin - Purple ART</b> <ul style="list-style-type: none"> <li>• Selling oil paintings on canvass (£180/piece) at the door</li> <li>• Selling an average of 20 pieces/week</li> <li>• Commission-based compensation only</li> </ul> |
| <b>Dec 2003/<br/>Aug 2004</b>    | <b>Receptionist at the ‘International Residence Hall of Dublin’</b> <ul style="list-style-type: none"> <li>• Dealing with telephone calls</li> <li>• Carrying out various other secretarial tasks</li> </ul>  |

## **EDUCATION**

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|------------------|--|
| <b>2019/2021</b> | <b>Completion of all levels of Babbel <i>English to Italian</i> program course as per Common European Framework of Reference for Languages (CEFRL)</b> |
| <b>2008/2011</b> | <b>Bachelor’s Degree in Language, Literature &amp; Foreign Civilization</b><br>(LLCE in English) at Jean Moulin University, Lyon III, France           |
| <b>2001-2003</b> | <b>Brevet de Technicien Supérieur (BTS) in International Trade</b><br>(Equivalent to Higher National Diploma (HND); IPAC Annecy, France.               |
| <b>2000</b>      | <b>French Baccalaureate</b><br>(A-Level specialized in Economics and the English lingua)   |

## **FOREIGN LANGUAGES AND SPECIAL SKILLS**

**Languages:**           **French:** Mother-tongue  
                             **English:** Native level fluency  
                             **Italian:** Advanced level  
                             **German:** Conversational

**Software:**           **Word, Excel, Matecat, Smartcat, Aegisub, SDL Trados, Gimp**

**Special interests:**   **Environment, Alternative energies, (Geo)-Politics, Anglo-Saxon culture/literature.**  
                             **Gardening, Music, Sports, Languages/Linguistics**