

**CONTACT INFORMATION**

**Physical address**

Yaounde – Cameroon

• **PHONE NUMBER**

(+237)658588880

**Email:**

[kajiolaurelle@gmail.com](mailto:kajiolaurelle@gmail.com)

• **BIO DATA**

Gender: Female

Nationality: Cameroonian

Marital: Single\_

**Language pairs**

**Proficient:**    **English**

French

German

**EDUCATION BACKGROUNG**

- Bachelor in Bilingual Letters  
(English and French) at the  
University of Dschang in Cameroon;

- Master's Degree in Applied  
Linguistics at the University of  
Dschang in Cameroon;

- On going a Master's Degree in the  
Advanced School of Translators and  
Interpreters (ASTI); Buea:  
Cameroon. One year already  
completed

-Advanced level at Saint Thomas  
d'Aquin high school in Cameroon

-Certificate in computer science:  
Windows, Microsoft Word, Power  
point, Ms Excel

**PROFESSIONAL SUMMARY**

Native English speaker and a passionate multilingual translator with 5 years experience in translation/ proofreading/editing/ subtitling/ transcription. I deliver professional services with complete mastery of the English, French and German languages. I'm reliable, organized, and flexible in regard to working hours and I observe strict confidentiality, transmit messages accurately, without addition or subtraction to provide the specific taste of each documents.

• **WORK EXPERIENCE**

2018– 2019: Professional French to **English Translator** in the Ministry of Public Contracts (MINMAP); Yaounde.

2018-2019: Drafting of the Public Contract Glossary; (MINMAP); Yaounde.

2019: **French to English** Translation of an Open National Invitation to Tender for the acquisition of reprography equipment to be used by the National Anti-corruption Commission, (MINMAP), Yaounde; 9994 Words

2019: **German to English** Translation of an Open National Invitation to Tender for the acquisition of computer equipment to be used by the National Anti- corruption Commission, (MINMAP), Yaounde; 9589Words

2019: Translation of a circular letter for the Triennial Emergency plan in Cameroon (PLANUT), from **German to English**; 7259 words.

**2019:** Translation of a Circular Letter (MINMAP); from **French into English**; Yaounde. 220 words

**2019: French to English** Translation (9524 words) of a Motion of support, issued by South -West CPDM Elites to support the Head of States' Decision, Cameroon, Yaounde.

**2019:** Translation of Prime Minister Instructions for the 2019/2020 Academic Year in Cameroon. 11628 words. **French to English**

**2019:** Translation of a Press Release from **English into French**, (3340 words), based on the Thirty-seven Ordinary Session of the Board of Directors of Electricity Development Corporation (EDC) in Yaounde, Cameroon.

**2017-2018: English to French** Translation of a project on AIDS and hepatitis in Cameroon (*22020 Words*)

## AREAS OF EXPERTISE

- Children literature and movies

### Cinema

- Fashion design
- Geography
- Hardware, Computers, Software, IT ...
- History
- ICT
- Legal, Religion;
- Linguistics
- Literature
- Localization ;
- Marketing;
- Medicine
- Music
- Open National and International Invitation to Tender;
- Politics
- Public procurement;
- Social media;
- Sustainable Development
- Technical, General;

### ➤ CAT Tools

- SDL TRADOS 2017
- WORDFAST and WORDFAST PRO
- MEMSOURCE
- SUBTITLE WORKSHOP
- SUBTITLE EDIT

**2018:** Translation of a project on *the outsourcing of Private Military Societies in the World* from English into French: 303 words.

**2017: French to English** Translation of a text on Riot in Cameroon Prisons 51444 Words.

**2017: French to English** Translation, 2772 words, on the appointment of Lee White in Gabon as the Ministry of the Environment the Forestry, and the Sea.

**2017:** Translation of a project Global Peace Agreement in Sudan 29872 Words; English to French

**2017:** Translation of 600 Words project on Modern Common Law Systems; English – French

**2017: French to English** Translation of a project of 9265 Words on fiscal year in Cameroon.

**2017: English to French** Translation of a text based on public Aid to press in Cameroon (419 words)

**2017: German to English** Translation of a project based on financial Ratios for analyzing company's strength and weaknesses of 2003 words.

**2017:** High school English language teacher,

**2017: French teacher** (Grammar, Vocabulary and Translation) in Saint Paul Complex College high school in Dschang

**2016:** Winner of the National Debate Competition for the bilingual Team, organized in the University of Dschang

**2022:** Still working for REV SUPPORT as subtitler to French into English language

**2022:** more than 500000 words translated for Vinsys translation company in divers domains

**2022:** French to English translation service for Ulatus in IT

**2022:** Germanto French translation for more than 70000 words for OneDocument

**2022:** German to English transcription service for PROTEMOS in medical sector

### • **DAILY CAPACITY**

General subject 4000 words (incl. proofreading)

Specific subject 4000 words (incl. proofreading)

Technical subject 4000 words (incl. proofreading)