

BRIDGET ANNE HUGHES

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Personal Information

- Nationality: Irish

Education

- National University of Ireland, Galway. *1990-1992, 1997-1998*
Université de Toulouse Le Mirail, Toulouse, France. *1992-1993*
Bachelor of Arts (Honours) : French, Italian, German & Irish
- Galway Technical Institute, Fr. Griffin Road, Galway, Ireland. *1999-2000*
NCVA Certificate Level 2 : Information Technology
- CK Business Solutions, Headford Road, Galway, Ireland. *2003*
ECDL Certificate
- The Irish Academy of Public Relations, Academy House, 1 Newtown Park, Blackrock, Co. Dublin, Ireland. *2003*
Certificate in Practical Journalistic Writing Skills
- Institute of Public Administration (IPA), 57-61 Lansdowne Road, Dublin 4, Ireland. *2004-2005*
NUI Certificate in Local Government Studies
- Gaelchultúr, 11 Clare Street, Dublin 2, Ireland. *2015-2016*
Intensive Course in Irish Translation (94%)

Work Experience

- **celtictranslations.com 01/2004 – Present.**
(Freelance Translator – Irish, English, French & Italian)

I use CAT Tools SDL Trados Studio Professional 2019 and Memsource Cloud (Client's Account).
I have 14 years translation experience in a variety of subject areas including, but not limited to the following :

Irish Local Government Publications (including Annual Reports), European Union Publications, Advertising & Public Relations, Agriculture, Arts and Humanities, Business / Commerce (General), IT (General), Environment, Education, Human Resources, Journalism, Literature, Manufacturing (Product descriptions etc.), Marketing, Psychology, Social Science, Travel & Tourism.

I also have experience in EN>IR pharmaceutical/medical/veterinary translation in the following EMA templates:

Medical device product descriptions & instruction leaflets, Case Review Forms, Product Characteristics Summaries, Discharge Summaries, Patient/Medical Reports, Serious Adverse Events Forms.

- **Galway City Council, City Hall, College Road, Galway, Ireland. 03/2004-08/2019
(Multilingual Customer Services Advisor)**

I use Microsoft Office (Word, Excel & Access) and Agresso accounting software. I use my language skills in my daily contact with the general public. In addition, I interpret and translate correspondence submitted in Irish, French and Italian.

- **Conradh na Gaeilge, 45 Dominick Street, Galway, Ireland. 06/2002-03/2004
(Public Relations Officer)**

I worked for two years as Public Relations Officer with the Irish language organisation Conradh na Gaeilge, 45 Dominick Street, Galway, Ireland. My principal responsibility was the organization and promotion of upcoming events. My job required me to write and submit press releases and articles to local and national newspapers, radio stations and TV channels. I was also involved in organising, advertising and seeking sponsorship for Seachtain na Gaeilge which takes place annually from the 10th -17th March. I used the MS Office software package (Word, Excel, Access) and Quark Xpress on an iMac. I assisted in the production of the May and June 2003 issues of "GALWAYnow" magazine, and had an article published in the March edition.

- **Computer Services, National University of Ireland, Galway. 09/2000-05/2001
(Computing Assistant)**

During the academic year 2000-2001 I held a position in the Computer Services Department of the National University of Ireland, Galway. I worked as a Computing Assistant with responsibility for installing, maintaining and troubleshooting a variety of software products in the Civil Engineering, CAD and Unix computer suites on Windows NT 4.0 PCs. I worked with ZENworks and Novell Netware. My job also involved contact with staff and students in a teaching and problem-solving capacity.

- **Java's, Abbeygate Street, Galway. 05/2000-08/2000.
(Restaurant Manager)**
- **The Black Dog Café, State Road, Vineyard Haven MA. 02568, U.S.A. 06/1998-08/1999
(Restaurant Manager)**
- **Taverna Maridati, Palekastros, Crete, Greece. 05/1995-06/1997
(Restaurant & Bar Manager)**
- **H.M. Linguistico, 93 Via Mosé Bianchi, 20149 Milan, Italy. 02/1993-12/1994**

(Language Teacher)