

Myriam Heggarty Translator - Interpreter

Glasgow

WORK EXPERIENCE

French and English languages QA localisation tester

Pole-to-Win - Glasgow - August 2018 to Present

Supervisor

Tinderbox - Glasgow - September 2017 to August 2018

Shift management, stock control, staff training, communication with suppliers and administration. This is also a customer facing role and involves supervision of food and drinks handling, with utmost attention paid to compliance to food safety and health and safety regulations.

Duty manager

Patisserie Valerie - York - November 2016 to July 2017

Shift management, stock control, staff training, communication with suppliers and administration. This was a customer centred role, with interactions either face to face, or via telephone and email, ensuring high levels of customer satisfaction and high standard of service. Telephone and email communications involved customer service, bookings management and orders.

Kitchen Porter

The Red Lion - York - September 2016 to March 2017

Waitress

Prezzo - York - September 2016 to February 2017

Customer facing role, with order taking, food and drink handling and serving. The role also involved cash handling.

Deputy Senior Midshipman

Glasgow University Royal Navy Unit - Glasgow - September 2015 to July 2016

Wishing the University Royal Naval Unit, this role involved being first point of contact between students/cadets and the officers and training staff. This meant being part of the decision-making for

training and event organisation and relaying information via email or public speaking.
The role also involved welcoming visitors and dignitaries to the unit.

Translator

Kermenguy Expertise - Guilers (Brest) - September 2015 to January 2016

This role involved translating and proof-reading of translations from French into English of contracts and quotations involving Kermenguy Expertise - land surveyors - and their European clients.

Officer Cadet

Glasgow University Royal Naval Unit - Glasgow - September 2014 to July 2015

Navigation, seamanship and leadership training in a Royal Navy military context.
This involved attending weekly training nights and week-end and summer on-board training.

Translator/Interpreter

European Franciscan gatherings - Various - May 2011 to August 2014

This role involved the translation from French into English of booklets and instructions for European visitors to the gatherings.

The role also involved amateur interpreting from French into English and from English into French for conferences and organising instructions.

Private tutor - French and English languages

Tver - September 2013 to July 2014

Leading one-to-one or class-size lessons to Russian native speakers, introducing them to either French or English language, or solidifying existing skills and knowledge through conversation and exercises.

Telephone Receptionist

Allo Supletel - Brest - June 2013 to July 2013

Answering centralised calls for medical professionals and medical centres and managing medical appointments.

EDUCATION

In progress: DipTrans Certification preparation course

Global Language Services - August 2018 to August 2019

Graduate: Arts MA 2:1 in Russian language and Politics

University of Glasgow - Glasgow September 2011 to July 2016

SKILLS

Microsoft Office, Excel, Word, etc..

CERTIFICATIONS/LICENCES

Driving License

July 2018 to Present

ADDITIONAL INFORMATION Languages

French and English - native speaker, fully bilingual

Russian - Fluent

Spanish, Italian, Polish and German - Basic knowledge