

Felicia Berntzon

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A very positive, creative, and outgoing person. Raised in Sweden and moved to the United States seven years ago, resulting in fluent bilingualism. Adapts to new situations and learns quickly with ease with 8 ½ years of experience in retail. Very diligent worker who strives to leave no task incomplete.

Experience

May 2020- Present **Felicia's translations**

I started my own translation company in May of 2020, and have since worked with several different companies with translations both from Swedish to English, and English to Swedish. I have translated movies, interviews, and different documents. I also do proofreading and captioning.

February 2019- October 2019

Macy's Sherman Oaks, California
Fashion Merchandiser

Participates, creates, and supports in-store events related to new store openings, new product launches, and seasonal events in the children's department. Organizes and composes merchandise to optimize sales and maintain the professionalism of the store.

August 2016- Present

Sublime Subtitling Madrid, Spain
Subtitler

Abundant experience translating subtitles from English to Swedish for movies and television shows. Excellent listening skills that reinforce the ability to retain what is said, analyze the content of the expression, and translate with the appropriate vocabulary and structure of a different language. Consistently completes work by deadlines as set by the company resulting in proficient time-management skills.

October 2013- February 2019

Healthy Spot Marina del Rey, California
Daycare Attendant

Consciously maintained the safety and well-being of the 50 pets put in my charge. Excelled at multi-tasking with responsibilities such as; answering phones, scheduling appointments, caring for pets, and performing grooming duties. Conducted new client meetings which consisted of: professional greetings, gathering information, answering questions, offering advice, processing service and cancellation requests, and developing a returning-customer base.

December 2013- December 2016

Shell/ 7-Eleven Gislaved, Sweden
Sales Associate/ Cashier

Executed a wide-range of responsibilities. Dealt with money exchanges, customer service, preparing food and bakery, inventory ordering/ intake, product restocking, and store maintenance.

June 2012- December 2013

**NyBe Maleri
Manager**

Smalandsstenar, Sweden

Paint and wallpaper store management. Maintained operational efficiency with proactive oversight, performed customer service, product sales, product intake, payroll responsibilities, team leadership, and stress control. Worked with team members to increase individual performance and initiate positive changes.

February 2011- June 2012

**ICA Kvantum
Sales Associate/ Cashier**

Gislaved, Sweden

Part-time employment while attending high school and maintaining proficient student responsibilities and grades. Dealt with money exchanges and positive customer interactions. Increased communication skills and confidence level.

Skills

- Confident, articulate, and professional oral and written abilities in English and Swedish
- Proficient knowledge/ skills using both home and industrial sewing machines
- Efficient hand-sewing skills
- Intermediate computer skills: Microsoft Office, Microsoft Word, Excel, and PowerPoint
- Moderate creative-program skills: Adobe Photoshop and Illustrator
- Proficient in usage of both PC and Mac systems, including smartphones and tablets

Education

2018

Santa Monica College- California

Associate of Arts Degree: Fashion Merchandise

2013

Gislaveds Gymnasium- Sweden

High school diploma: Art Emphasis

- Painting
- Drawing
- Sculpting
- Computer Graphic Design
- Photography
- Sewing