

# Michelle Huet

Freelance Translator and Transcriber

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## ~ Professional Experience ~

### **Freelance translator & transcriber**

Responsibilities: Providing excellent quality translations and transcriptions for end customers

Past Clients : Zagg International, Screens Liquid Films Offshore SAL, Arise Europe, West Cork Permaculture.

Dates: July 2019 to Present

### **Arise Europe** - Limerick, Ireland

Position: French Customer Service Representative for Zagg International

Responsibilities: Translating documents, answering customer requests (phone calls, live chat, e-mails), writing reports, keep records in order

Dates: January 2019 to October 2019

### **Permaculture Resources Ireland** – Ballydehob, Ireland

Position : Junior permaculture designer

Responsibilities : Site surveys, client interviews, translations, project designs, teaching, writing reports

Dates: March to September 2018

### **Brigad & Side** - Paris, France

Position: Restaurant and Café assistant

Responsibilities: Order preparation, customer service and cash desk management in busy environments

Dates: September 2017 to March 2018

### **Corrèze Region Chamber of Agriculture** – Brive, France

Position: Intern research assistant

Responsibilities: Organize field-based and laboratory data for an ecological model of ecosystem complexity, facilitate ecology and microbiology workshops, write-up reports

Dates: April to June 2018

### **Pizzeria «Le 38»** - Paris, France

Position: Multi-skilled team member

Responsibilities: Waiting tasks, order preparation, customer service, cleaning up

Dates: February to April 2017

### **Private biology lessons** - Paris, France

Position: Private biology teacher

Responsibilities: Supporting two students in their understanding of biology notions required for their leaving certificate exam

Dates: January to June 2016

## ~ Training ~

2018 **Masters degree** in Sustainable Development, Biodiversity and Landscape design – Muséum National d’Histoire Naturelle, Paris

2017 **Honours Bachelors degree** in Ecology of Microorganisms - Muséum National d’Histoire Naturelle

2016 **QQI Level 5** diploma in Sustainable

Horticulture and Permaculture - Kinsale College, Ireland

2015 **Bachelor’s Degree** in biomedical science - Paris Descartes University

2012 **Scientific Leaving Certificate** - Lycée Jeanne D’arc- Saint-Aspais, Fontainebleau, France

## ~ Personal experience ~

2018 **Kitchen staff volunteer** member within meditation retreats

2017 **Facilitator** of sustainability and personal development workshops within certified permaculture courses (France)

2016 **Volunteer for organic farms** in Ireland : Beechlawn Organic Farm, Rossbrin Permaculture Farm, Tullig Permaculture farm

2016 **Volunteer** for the Research Institute for Organic Agriculture in Europe (IRABE, Lorient-Du-Comtat, France)

2014-2015 **Volunteer at Doctors of the World NGO**, chromatographic analysis of xenobiotics (Paris) and at Grande-Synthe refugee camp

## ~ Other skills and interests ~

**Software:** Microsoft Office Suite, OmegaT, SDL Trados, MemoQ, Academic online research tools, Zendesk, Intercom.

**Life:** Linguistics, etymology, writing, permaculture, microbiology, growing organic vegetables, yoga & meditation, health, nutrition.

**Qualities :** Fluent in French, English and Spanish, creative, dynamic, hard-worker, curious, easy-going, fast-learner.