



# PATRICIA MORIN

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## Summary

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- Passionate multilingual translator with more than 15 years of experience translating from English, French to Italian and vice versa.
- As a language and communication lover from a very young age, I thrive in contexts where it is necessary to constantly research, upgrade, and discover the beauty of languages and communication media.
- I have successfully translated a plethora of projects ranging from simple emails to entire websites, and I am always on the lookout for new linguistic challenges.
- Punctuality, Professionalism, and Precision are my mottos.

## Skills

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- Cultural understanding
- French English Italian fluency
- Relationship Development
- Computer skills and CAT tools
- Social media management skills
- Research skills
- Team Supervision
- Interpersonal skills
- Microsoft Office Suite
- Organizational skills
- Social media promotion
- Advertising and marketing
- Excellent oral and written communication
- Professionalism
- Community events
- Strong writing and verbal skills
- Supervision and management
- Document interpretation
- Audio translation
- Proofreading and editing
- Transcribing
- Time management
- Listening
- Attention to details
- Precision

## Experience

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HealthFitNext

**Community Manager and Senior**

**Translator/reviewer**

04/2019 - Current

- Collated and organized information to develop glossaries and terminology databases for use in translations.
- Developed an understanding of specialized concepts for translation by consulting subject experts and other colleagues.
- Duplicated style and flow of original documents.
- Translated various client documentations between 2 languages (website, posts, emails, banners, product descriptions, promotional content).
- Promoted efficiency and verified consistency of translation within documents using translation memory software such as SmartCat, MemoQ...
- Worked with clients to establish translation requirements and scope, checking in following submission of work to verify satisfaction and understanding.
- Provided full English to French translation services.
- Proofread completed translations to identify and correct punctuation, grammatical and translation errors.
- Cross-referenced specialized dictionaries and thesauruses for slang and

nuanced terminology.

- Created a master spreadsheet to record procedures
- Analyzed and monitored engagement processes to determine site glitches.
- Served as the main point of contact for clients, answering questions and responding to messages.
- Analyzed market data to determine and target key audiences or segments.
- Managed client accounts, including addressing inquiries and applying feedback to meet customer needs.
- Utilized platforms such as Facebook, Instagram, Pinterest, Twitter, LinkedIn, Snapchat on a regular basis.
- Helped implement social media and digital marketing strategy and initiatives to promote brand building, guest retention, engagement, reputation, and conversion.
- Published innovative storylines for digital content to promote brand engagement.

Embarcadero Technologies France  
**Community Manager and Senior  
Translator/reviewer**  
*11/2018 - Current*

- Collated and organized information to develop glossaries and terminology databases for use in translations.
- Developed an understanding of specialized concepts for translation by consulting subject experts and other colleagues.
- Duplicated style and flow of original documents.
- Translated various client documentations between 2 languages (website, blogs, posts, emails, banners, SaaS product descriptions, promotional content).
- Promoted efficiency and verified consistency of translation within documents using translation memory software such as SmartCat, MemoQ...
- Worked with clients to establish translation requirements and scope, checking in following submission of work to verify satisfaction and understanding.
- Used knowledge of the cultural background to understand idiomatic meanings of specific expressions.
- Reviewed and updated existing translations to conform to contemporary trends and developments in French language communication.
- Provided full English to French translation services.
- Proofread completed translations to identify and correct punctuation, grammatical and translation errors.
- Cross-referenced specialized dictionaries and thesauruses for slang and nuanced terminology.
- Provided appropriate contextual information to increase clients' understanding of translations.
- Analyzed and monitored engagement processes to determine site glitches.
- Served as the main point of contact for clients, answering questions and responding to messages.
- Analyzed market data to determine and target key audiences or segments.
- Managed client accounts, including addressing inquiries and applying feedback to meet customer needs.
- Utilized platforms such as Facebook on a regular basis.
- Helped implement social media and digital marketing strategy and initiatives to promote brand building, guest retention, engagement, and reputation.
- Proposed innovative storylines for digital content to promote brand

engagement.

Patricia Morin

**Translator/Reviser/Interpreter (FR-EN-IT)**

*01/2005 - Current*

- Freelance Translator/Reviser/Transcriber/Interpreter (French-English-Italian).
  - Translated and revised various types of documents (websites, marketing content, product descriptions, advertising campaigns, legal documents, scientific articles, medical articles, instruction manuals, terms of use, press releases, certificates, etc.), in a wide range of fields and for several companies (such as Vanan Online services, etc.), using and updating translation memories and glossaries.
  - Managed multiple large-scale projects according to appropriate priorities.
  - Collaborated and consulted with colleagues, superiors and project managers to ensure timely delivery of projects according to the client's precise preferences.
  - Used appropriate software and tools (Matecat, MyMemory, Microsoft, asana, Adobe, Grammarly, Microsoft Language Portal, Deeply, The Free Dictionary, Scriben, Français facile LanguageTool, Grammalecte, FluencyNow, etc.), for increased efficiency and better work management (in solo or in a team).)

UpEnterprise | QC

**Translator and Press Relations Officer**

*10/2019 - 02/2020*

- Researched and selected social and traditional media to promote our projects.
- Carried out various solicitations and negotiations for the promotion of the projects and the clients' image.
- Duplicated style and flow of original documents.
- Translated various client documentations between 2 languages ( pitches, press releases, posts, emails).
- Promoted efficiency and verified consistency of translation within documents using translation memory software such as SmartCat, MemoQ...
- Worked with clients to establish translation requirements and scope, checking in following submission of work to verify satisfaction and understanding.
- Used knowledge of the cultural background to understand idiomatic meanings of specific expressions.
- Provided full French to English translation services.
- Cross-referenced specialized dictionaries and thesauruses for slang and nuanced terminology.
- Provided appropriate contextual information to increase the client's understanding of translations.

## Education and Training

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Project Monitoring and Assessment

**Master's Degree** in International Management, International Project Management

*2013*

Catholic University of Milan

**Bachelor's degree** in Economics and Business Management, Marketing and Communication

*2009*

**Training in Development of java oriented and asp web systems ASP (Certificate) - ESTC Milan-Italy**

*2003*

University of Yaoundé

University undergraduate program in Bilingual Literature in Translation and interpreting  
2002

Certificate of Achievement\_ The basics of Community Management

Social Media Management Certificate

## Languages

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Native or Bilingual Proficiency in French-English-Italian (written and spoken), Spanish (beginner), German (beginner)).

## Additional Information

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- SUPPLEMENTARY TRAININGS

## Certifications

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Certificate of Achievement\_ The basics of Community Management 2020

Social Media Management Certificate - in progress – SEMRUSH 2020