



Nicola Melling Caiazzo

Translator, proofreader and QA tester

Introduction

Fully-fledged translator with ten years of experience helping companies and individuals stand out and thrive in their target markets by providing creative and enticing translations.

Experience

NMTranslations - Translator and proofreader

Vernoux en Gâtine

06/2019 – Present day

Translation, Proofreading and Testing:

I help companies and individuals thrive in their target market by providing creative and enticing translations in English to French and French/Spanish to English.

I also offer interpreting, proofreading and testing services in English and in French.

Languages: French, Spanish and English

Tools: memoQ, Wordfast, Jira, Subtitle Edit

Alpha CRC - Linguist and QA specialist

Cambridge

08/2017 - 08/2019

Translation and QA:

In charge of the translation and proofreading of marketing content, press releases, product descriptions and video game scripts from English to French, French to English, Spanish to English and Italian to English.

Website, video game and software testing in English and French.

Content creation in English.

Subtitling of various documentaries in English and French.

Languages: French, English, Italian and Spanish.

Tools: MemoQ, Jira, Subtitle Edit, Idiom.

Transperfect, iSP - Multilingual localisation project manager

Amsterdam

01/2013 - 06/2017

Project management:

In charge of the coordination, organisation and execution of each step of a project's lifecycle.

Direct collaboration with clients.

Managing 15 to 20 projects simultaneously in several different language

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Skills

- Proficient in French, Spanish and English
- Extremely organised and respectful of deadlines
- Language aficionado
- Detail oriented
- Excellent working knowledge of translation tools

Education

05/2008

Université Catholique de l'Ouest

Angers, France

Bachelor degree: English, Chinese and Spanish

11/2012

Université de lettres et langues

Angers, France

Master's degree: Translation and Interpreting

combinations.

Supporting the engineering and DTP teams in the preparation of the documents to be translated in order for the files to be suitable for the translation tools.

Selecting the translator pool according to their skills and languages.

Organising the project planning according to deadlines.

Managing the budget and financial aspect of all projects.

Preparing glossaries, style guides and updating all relevant documentation.

Languages: French, Spanish and English

Tools: Wordfast, DTP tools, Jira, Total Commander, Trados, Client tools

WordPerfect - Project Manager - Translator - Interpreter

Dublin

09/2012 - 12/2012

Translation and interpreting:

Managing medical, financial, and legal translations and proofreading from French and Spanish to English.

Interpreting for the local refugee services, hospitals and tenancy boards in French and English.

Project management:

Client reception at the local Dublin office and organisation of the certified translations.

Managing the entire cycle of projects, which involved direct communication with clients, budget management, organisation and selection of the groups of translators and preparation of the documents to be translated.

Help in the training of the new interns.

Languages: French, Spanish and English.

Interests

- Baking
- Travelling
- Video games
- Reading
- Languages