

| PROFESSIONAL SUMMARY

Experienced Translator with over 12 years of experience. Excellent reputation for resolving problems, improving customer satisfaction, and driving overall operational improvements.

| WORK HISTORY

Myself - Translator Freelance

London 07/2008 - Current

- Communicated effectively with clients to establish scope and requirements of translation, following up after submission of work to confirm satisfaction and understanding.
- Provided verbal summaries of non-English documents for immediate use.
- Listened to english video dialogue and developed translation into target language to prepare subtitle scripts.
- Translated documents from English to French and French to English.
- Used translation memory software, including OmegaT , to verify consistency of translation within documents and improve efficiency.
- Consulted specialized dictionaries, thesauruses and reference books to identify closest equivalents for nuanced terminology, words and phrases.
- Replicated flow, style and overall meaning of original texts.
- Reviewed final works to spot and correct errors in punctuation, grammar and translation.
- Conferred with subject matter experts and other colleagues to establish precise understanding of specialized concepts and translate appropriately.
- Maintained message content, tone and emotion as closely as possible.

| SKILLS

- Fluent in French and English
- Document review
- Problem resolution
- Relationship development
- Cultural expertise
- Proofreading skills
- Customer service
- Operational improvement

| EDUCATION

Panthéon Sorbonne

Paris, France • 07/2017

Diplôme D'Accès À L'Éducation Universitaire

- Option: Accounting

Collège Trénelle

Rivière-Salée, Martinique FWI • 07/2000

General Studies, French Brevet Des Colleges

- L1: English, L2: Spanish, Option: Latin

| BOOKS TRANSLATED

- Coach Muhammad,
by Younous Jonas
Translation from French to English
- Black American History,
by Pascale Archimede
Translation from English to French