

Vanessa Lewisohn CV

<http://www.proz.com/profile/3152507>

Personal Profile

Confident linguist:

Post graduate Diploma in Translation (**French** to meticulous **mother tongue English**) from the Institute of Linguists (CIOL), London.

Travel & tourism, event planning & service sector project management are my specialisms.

Translation is a 'red thread' running through my studies, interests and career and I am now prioritising sourcing translation work whilst my events business is hibernating.

20+ years as a **multilingual event organiser** (Meetings Incentives Conferences and Events) in the UK for corporate and association clients from France, Spain, Germany and most parts of the globe has given me in-depth knowledge of inbound UK tourism, a talent for creative problem solving and sensitivity to the requirements of clients from global markets.

Experienced professional:

Attention to detail is instinctive for me and essential to my language work, as is **working to tight deadlines**.

Mentoring, training and managing staff over a period of years has given me a thorough perspective on company dynamics.

Outside the travel sector: 6 years of learning, working and volunteering in **primary education** & local authority school governance.

Proven commitment and enthusiasm for my work, consistently successful and reliable.

Friendly and well-liked but also able to carry authority with colleagues, suppliers and clients when necessary. I am a very approachable individual who aims to rise to any task and is a willing community volunteer.

Familiarity with, and active interest in, other European languages especially Spanish and German.

Career History – working bilingually since 1990

Wedgeood Travel Ltd. – destination management & business events

Position Director of Operations

Period Sep 2011 to Dec 2020 (this was my second period of employment at the company)

As part of the senior management team for a small company (25 employees) I secured business with my breadth of experience & product knowledge. As well as French and English creative proposal writing & accurate, complex costing of programmes, I developed a wider range of skills relating to company promotion & sales, staff training & monitoring.

Freelance Travel Operations, Tour Leader and Primary French Teacher

Position Parent to 2 small children, freelance travel and language work, trainee teaching assistant

Period July 2005 to Sep 2011

Freelance event planning, site visits & operations (French & English).

Organising and leading educational trips as French guide in Paris for the American School in London.

Primary Languages Outreach teaching French across Islington primary schools & in privately operated after-school clubs

Wedgeood Travel Ltd., London.

Position Started as Project Manager, rising to General Manager 1998-2005.

Period Jan 1994 – July 2005

I spent over 11 years developing expertise in travel and event organising for discerning international companies, rising quite rapidly from my first post as a Groups Coordinator to General Manager of one of the largest destination management companies in UK inbound business travel.

Nippon Express Tours Ltd, London (tour operator)

Position Groups Coordinator (French) in Hotel Department.

Dates 1990-1994

Working on busy tour programmes for a Japanese operator, coordinating large scale reservations and negotiating contracts with hotels in Europe.

Personal Details

Born: 18th. October 1967

Educated: Hutchesons' Grammar School, Glasgow 1979-1985
(6 O Grades, 6 Higher Grades incl Spanish, 2 A Levels French and German)

University of Kent 1985-1989: BA Hons 2.ii French and European Studies

Institute of Linguists (University of Westminster) 1994: Diploma in Translation, Humanities and Technology (Merit)

Wea / Islington Council 2008: Helping in Schools Level 2

Systems: Microsoft Office 365; well equipped home office.

Interests

Calligraphy – Cycling - Yoga – Visual Arts – Gardening

References on request