

JULIE BOUFFETY

English-French and Spanish-French Translator Translation and Localisation | Revision and MTPE | QA

International Cooperation | Legal | Quality and Regulatory Affairs | Finance | Insurance | Technical |
Human Resources | E-learning | Tourism | E-commerce | Marketing | Web | App Strings



LET'S GET IN TOUCH!

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Sole trader registered in France

SIRET no. 894 631 050 00024

EU Intra-community VAT no. FR65894631050

Location: Aix-en-Provence area (France)

Time zone: CET/CEST | Accepted currency: EUR

EXPERIENCE

**March 2021 -
present day**

Business Owner-Manager, French Language Consultant

Julie Bouffety Language Solutions, remote, Aix-en-Provence area (France)

- **Has increased a select group of European and North American clients' revenue by delivering 150+ quality English + Spanish to French projects in a timely manner: 1,812+ new pages, or 498,483+ new words (03/24)**
- Optimises performance and maximises profits by using CAT tools and other translation technologies on a daily basis
- Ensures the deliverables meet the clients' translation briefs/TOV
- Develops the business, identifying leads, designing convincing customer-oriented and problem-solving marketing strategies (LinkedIn + e-mailing), and negotiating rates and deadlines to secure new collaborations
- Monitors project deliveries, prepares invoices and pays appropriate taxes

**July 2020 -
February 2021**

In-House Technical Translator

Evolutis (orthopaedic implantable device manufacturer), Lyon area (France)

- Identified translation gaps and liaised with company assets and partners to meet industry EU and global compliance needs
- Delivered a mix of complex legal, medical and technical translations within tight deadlines (quality audits) while flagging potential issues in the source documents
- Demonstrated leadership by delegating a number of translation tasks to a team member, working in synergy, and coordinating the overall quality of deliverables

**May 2019 -
October 2019**

In-House Translator and Sales Representative

Mola Hostel & Suites, Madrid (Spain)

- Provided top-notch customer service to the international clientele in 3 languages
- Improved customer experience by negotiating partnerships with museums, restaurants, etc., to offer guests a plurality of services
- Delivered quality translations to market the hotel's + partners' services to a global audience before and upon arrival
- Coached one junior team member to improve their customer service skills

**March 2017 -
August 2017**

Communications Assistant (internship)

Press and Communications Office, French Embassy, San José (Costa Rica)

- Created engagement, in Spanish + French, with the Embassy's community on its social media accounts and website
- Prepared a weekly newsletter in French after analysing the Costa Rican press
- Promoted the French Ministry for Europe and Foreign Affairs' positions on current events, producing + publishing online content in Spanish + French

**June 2015 -
July 2015**

Communications Assistant (internship)

Latin American and Caribbean Association of the ARA region, Lyon (France)

- Created engagement, in Spanish + French, with the association's community on its social media accounts and website
- Coordinated the association's and its local partners' participation to the Latin America and Caribbean Week, a national yearly event in France
- Launched a weekly bilingual press review of Latin American current affairs

**January 2011
- June 2011**

Volunteer Translator – High school project funded by the European Union

Comenius programme, La Seyne-sur-Mer (France)

Helped create a topical multilingual glossary and set up a multilingual website

PROFESSIONAL TRAINING

August 2023

Machine Translation Post-Editing Certification

RWS, remote (online), certificate available upon request

March 2023

Neural Machine Translation and Post-Editing Workshop

Swiss agency client, remote (online), certificate available upon request

EDUCATION

Latin American Studies (Study abroad – One semester – Master's degree level)

National University of San Martín, Buenos Aires (Argentina)

Master of Arts in International Relations, major in International Project Management

Jean Moulin Lyon 3 University, Lyon (France)

Bachelor of Arts in International Relations and Translation Studies

With a six-month experience in London (United Kingdom) during the 1st year
ESTRI School for International Careers, Lyon Catholic University, Lyon (France)

Bachelor of Arts in Modern Languages (English, Spanish, French)

Lumière Lyon 2 University, Lyon (France)

SOFTWARE & TOOLS

SDL Trados Studio 2021 + MultiTerm · memoQ · Phrase/Memsource · XTM Workbench

Antidote · Office 365 · Notion