

## Valia Petropoulou MA

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Freelance Translator French/English to Greek with Masters in Communications and a proven track record in achieving targets even in adverse circumstances.

### Key skills

- Consistently relied upon for verification and correction of translated materials
- Key account management
- Proactive planning
- Believes in teamwork
- Quick thinker and adaptable
- Excellent communication & interpersonal skills
- With high levels of integrity and honesty
- Focus on results
- Continuous improvement
- Translated and transcribed marketing research in both English and French for medical and marketing fields
- Respect deadlines as set by the client and the requirements for each task
- Invests in continuous learning
- Strong work ethic and high levels of resilience

### Summary of official education

- Seminar in proofreading and copyediting - μεταφραση Translator Training Centre, Athens. February – July 2021
- Master degree in Communication - DESS Auteur Rédacteur Multimédia / University Paul Valery Montpellier III-Department of Communication, Ecole des Mines d' Alès, School of Engineering. 2002 – 2003
- BA in French Language and Literature / National University of Athens -Faculty of Literature. 1996 – 2000

### Foreign Languages

- French: Excellent / Diploma of French Studies 2nd degree, University of Paris II. 1997
- English: Excellent / Certificate of Proficiency. 2001
- German: Basic / Zertifikat. 1988

- Greek: Mother tongue

### I.T. Skills

- Experienced in FAB, MS Office (Word, Excel, PowerPoint), SDL Trados 2019, Cegedim, Adobe Photoshop, Adobe Acrobat

### Career

- ✓ Freelance Translator French/English to Greek  
January 2016 to present.

- ✓ Product Specialist  
November 2014 to December 2017. MS Jacovides Hellas SA (Athens)  
Covidien devices (critical & medical care)

Activity area: Respiratory and Monitoring Products, Venous Insufficiency Treatment, Dialysis Access Products, Antisepsis, hospital administration, CFO, Office Supplies

- ✓ Product Specialist  
January 2012 to October 2014. Cana S.A. (Athens)  
Covidien devices (critical & medical care)

Activity area: Respiratory and Monitoring Products, Venous Insufficiency Treatment, Dialysis Access Products, Antisepsis, hospital administration, CFO, Office Supplies

- ✓ Medical Representative  
June 2008 – December 2011. Cana S.A. (Athens)

Activity area: Infections, Intravenous antibiotics, General and Local anesthesia, Pain management, Antisepsis

- ✓ Medical Representative  
July 2006 – June 2008. Servier S.A. (Athens)  
Pharmaceuticals

Activity area: Hypertension, Coronary heart disease, Osteoporosis

- ✓ Sales Representative  
November 2003 - June 2006. Master Parts Ltd. (Athens)  
Importer and trade exchanger for trucks parts (DAF, Scania, Volvo, Mercedes Benz)

Valia Petropoulou Translator French/English to Greek

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- ✓ April 2003 - September 2003: La Garance Voyageuse, Botanical Association, France, Intern

Project steering: Feasibility study and design of the first cd-rom of the association, realization of a digital database and redaction of a business plan for an external service provider

- ✓ October 2002 - April 2003: Au Diable Vauvert, Publishing House, France, Intern

Improved the existing site of the company ([www.audiable.com](http://www.audiable.com)), developed and promoted new books throughout the site Revenue Manage

- Active driving licence
- Recommendations available on request