

Linn Hansen

EN, SE, DK- NO FREELANCE TRANSLATOR WITH A PASSION FOR FASHION,
MEDITATION AND MOVIES/TV

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Link to Proz profile

<https://www.proz.com/profile/3470600>

LinkedIn profile

<https://www.linkedin.com/in/linn-hansen/>



Profile

- 12+ years of experience in administration, often using English.
- Proofread marketing material for Dell Computer
- Lived and worked in Sweden for several years.
- Worked in Denmark for 2 years.
- Detail-oriented

Key successes

- Finished the course “Become a freelance translator” at The Translator Academy in 2022.
- Got an award for being the most efficient call operator
- Trained my colleagues in a new program

Employment history

Part-time freelance translator since 2022

Legal secretary at Austin Lyngmyr & co advokatfirma AS

Aug 2021 – June 2022

Invoicing, switchboard, reception, mail processing and other administrative work.

Eniro Norge

Sept 2015 - Aug 2019

Eniro Sverige

Jan 2015 - Aug 2015

Digital production employee responsible for various administration tasks, e.g. text, logo and image processing. I was responsible for the design and maintenance of web annotations e.g.

text, logo and image processing. Furthermore, I was responsible for internal training of other colleagues.

Stryker AB, Sweden

Oct 2012 - Apr 2013

Tender and Pricing specialist responsible for the preparation and completion of tenders for hospitals in Norway.

Cdon.com (via Manpower AB)

September 2012

Translation of product texts from Swedish to Norwegian

Dell Computer, København

Oct 2006 - September 2008

Switchboard/customer service, as well as proofreader Direct marketing on an hourly basis.

Education

2022 Freelance translation course at The Translator Academy

2009 - 2010 Writing course in Swedish

Online course

2008 - 2009 Advokatsekretærens Grund- & Efteruddannelse (København)

Education as a legal secretary

2003 - 2004 NTNU

One-year programme in Psychology

Languages

Native Norwegian Bokmål.

Swedish – speak and write fluently.

English – speak and write fluently.

Danish – Understand speech and writing very well.

Skills

Word, Excel, Outlook, Photoshop, Salesforce and Advisor.

Interests and hobbies

Travelling, arts and crafts, animals, meditation, beauty and fashion.