

MAG. ISABEL NINETTE LINDINGER

CONTACT DETAILS

Strozzigasse 30/2/16
1080 Vienna – AUSTRIA
telephone: +43.699.10.30.94.99
e-mail: isabelninette@gmail.com
skype: Isabel-ninette



PERSONAL DETAILS

born: 6th August 1980
nationality: Austrian
drivers license B
marital status: in a relationship

PROFESSIONAL BACKGROUND

since 02/2005	Freelance Translator and Copywriter, Paris & Vienna <ul style="list-style-type: none">• Translation in the areas of IT, law, marketing, medicine etc.• Copywriting: e-mail campaigns, newsletters, tutorials• Editing, proofreading, transcriptions• Website localisation
03/2007 – 12/2007	Editor/Content Manager at LeGuide.com S.A., Paris <ul style="list-style-type: none">• In-house-translation• Intranet/extranet localisation• Contact person for the German market• Registering of new sites and integration of product catalogues
04/2005–12/2006	Receptionist/PA at TBWA\Vienna (international advertising agency) <ul style="list-style-type: none">• Translation for PR and IT department• Organisation of meetings and press conferences• Front desk
06/2003	Interpreter for Magna Decoma, Brussels (Braine l'Alleud) <ul style="list-style-type: none">• Consecutive interpreting, interviews on workplace conditions with members of staff
06/2002 – 06/2004	Position as Language Trainer at Sight & Sound Studios , Vienna <ul style="list-style-type: none">• French and Italian Trainer• Front desk (course organisation, scheduling and supervision)
02/2002– 07/2003	French & Italian Language Trainer for the institutes Linguista and team plus! teaching students and adults in groups ranging from 4–10

03/2002 – 08/2002: **Interviewer** at OGM– Market research, Vienna
Interviews, questionnaire analysis and translation

QUALIFICATIONS

03/2001–07/2006: **Master in Translation Studies** with honours
French/Italian/German, University of Vienna

Specialisation: Software Localisation

PhD: Terminology study on minority rights in international law
(French – German)

07/1998: Matura (**A–Levels**), HIB Schloß Traunsee, Gmunden

COMPUTER SKILLS

Office and DTP MS Office (2003 and 2007)
Adobe Acrobat Professional
Basic knowledge of Adobe Photoshop
Dragon Naturally speaking

CAT–Tools SDL Trados 2007 Freelance
Working with Trados Workbench and Multiterm
Knowledge of SDLX, Across and Linguatrec

Web Basic knowledge of HTML, XML and php
HTML Editors: Dreamweaver, Ultra Edit, XSite Pro
Experience in web localisation

LANGUAGE PAIRS

French – German	German – French
English – German	English – French
Italian – German	

RATES

My standard rate per source word is 0,12€ with discounts (i.e. large volume projects, repetitive texts, regular clients) or supplements (DTP, special file formats).

During office hours I can provide a quote within 1–2 hours.

For urgent requests, please phone!

SELECTION OF RECENT PROJECTS ♦

Medical

- Brochure/information material on dermatologic products in cancer and radiotherapy (Evolife)
- Confirmations of treatment, medical reports and invoices (for insurance claims)
- Various medical reports (anatomic–cytopathologic report, rapports d'hospitalisation)
- SPC sheet for ophthalmologic drug
- Clinical studies (cardiovascular diseases, nutrition) and related documentation (questionnaires, letters of consent, patient information)
- ERDF – grant application for project on obesity and diabetes (EU Cross–borders program «Grande Région »)
- ERDF: Cross–borders initiative for the prevention and promotion of mental health
- Medical article (lichenoid nail dystrophy)

IT & Technical

- Monthly Newsletter (~6000 words/month): articles in the areas of storage, virtualization, HP computing, and migration. Promotional material, web page texts for related offers and campaigns
- Technical guides, White papers on storage related subjects
- Migration concept (data migration /Content Management)
- User Manual for flue gas analyser
- Response to call for tenders: installation of a payment platform for insurance/banking company
- Elevator ventilation system: tender specifications and related documentation

Financial & Legal

- Annual reports, statements of results
- Stock–exchange listing particulars
- Commercial register entries (France & Luxembourg)
- General terms of business
- Lawsuit documents (findings of fact, legal conclusions, judgements, summons, statements of claim)
- Various certificates and contracts: certificates of incorporation, commercial contracts (industrial waste treatment), brokerage mandate, fiduciary agreements, subcontracting contracts, commercial lease contracts, co–production contracts

Business & Marketing

- Market research: Questionnaires, discussion guides, interview transcription for various studies in the IT/technology area
- Video game surveys, advertisement tests, design tests, panel surveys
- Company presentations & marketing concept presentations
- Home page translations

♦ detailed references upon request

Other

- Image folder for the Konservatorium Wien Privatuniversität
- Conference material (Kolloquium Paris–Berlin on Public security vs. individual liberties in the EU)
- Press articles, promotional material and text extracts for theatre productions
- Obituaries

Clients and collaboration

Venise (FR),

bclever.at (A)

KWU Konservatorium Wien Privatuniversität (A)

Hosting All Inclusive (A)

IMR Messtechnik (GE)

OpinionWay (FR)

Theatre Productions (A),

Evolution Research LCC (US)

Dubhouse Brighton (UK)

LeasePlan (LU)

University of Luxemburg (LU)

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Agencies

Eurhode (FR)

HL Trad (FR)

ART International (FR),

Codestrata (UK)

Goldenfish (HU)

Françoise Ponsar (LU)

Vision Translations (CH)

Icilabas (FR)

xlate.at (AU), ...