

Virginie MARTIN
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ENGLISH / SPANISH / PORTUGUESE TO FRENCH TRANSLATION SERVICES

WHAT MY CLIENTS THINK ABOUT ME

*"We have been working with Virginie Martin for over 10 months and we have found her a joy to collaborate with, not least due to her **clear communication skills** and **propensity for delivering projects on time** and at a **high standard of quality**. What makes Virginie Martin one of our most valued translators and proofreaders is her **attention to detail** and **ability to respect instructions**."* Zoi Vitsentzou, MO Group International (Belgium)

*"Virginie is who I turn to when a translation project demands an **absolute guarantee of quality and reliability**. Virginie hangs her reputation on her output and accordingly works to the **highest of professional standards** giving honest feedback when expectations are unreasonable. On this basis she has been like a port in the storm for me and feels very much like a collaborative member of the team."* Alex Cretney, Robertson Languages International (UK)

*"Virginie Martin does translation and proofreading projects for me. Her work is **accurate** and of **high quality**; she **always follows instructions** and **meets deadlines**. Her **writing style is fluid and appropriate** to the addressees of the translated texts. Her professional approach makes her a **reliable resource**."* Satya Torres, Satya Translations (France)

*"We frequently need French translations for our international clients and Virginie Martin is one of our primary choices when looking for a French translator. She has been **very professional**, keeping **higher quality standards** and **always punctual on deadlines**. A reliable translator! We highly recommend her!"* Hélène Antunes, TradExpert (Portugal)

PROFESSIONAL EXPERIENCE

Since 2010 INTERVIEWER for Patient Information Leaflet readability testing

Since 2007 FREELANCE TRANSLATOR

Translation and proofreading (some examples of recent translation projects on my [ProZ profile](http://www.proz.com/profile/644650))

English to French:

- Commercial: translation/proofreading of internal communications and marketing material for Clarks, proofreading of press releases for ShopperTrak, ...
- Technical: translation/proofreading of documents on eye, hearing and respiratory protection for 3M, translation of operator manuals of welding machines for Miller Weldmaster, ...
- Medical: translation of patient simulator manuals for Gaumard, proofreading of medical surveys for Aquest Research, ...
- IT: translation of dialogs for Allods MMORPG, proofreading of blog articles on web design for Gouden Gids, ...
- Financial: translation of Markit Flash Eurozone PMI every month

- Tourism: translation of the courses of Dubai Expert website, translation of pages of Visit Lichfield website

Portuguese to French:

- Legal: translation of official documents, contracts, court judgments
- Medical: translation of an autopsy report, medical certificates
- Technical: translation of an accident report, a QSE manual, a compression test
- Tourism: translation of pages of Pousadas de Portugal website, translation of Estoril Centro de Congressos website

Spanish to French:

- Legal: translation of official documents, contracts, court judgments

2006

Internship, Traductions B. D. Boulfroy, Montpellier, France

Translation (medicine, telecommunications, high technologies, pharmacology, IT) of English documents with Trados and IBM Translation Manager, proofreading

Teleworking internship, Éditions Demi-Lune, Paris, France

Translation of English press articles on 9/11 attacks

Teleworking internship, Rupaud Isabel, São Paulo, Brazil

Translation of Portuguese legal documents

QUALIFICATIONS

2013: Certification Voltaire (spelling certificate), 839/1000 (Security code: 8RHGK2 on www.certification-voltaire.fr)

2012: Proofreader training (FR)

2006: Master's degree in translation (EN – PT), [Université Paul Valéry Montpellier 3](http://www.univ-montpellier.fr)

2005: Master's degree in modern languages, international business, (EN – ES – PT), [Université de La Rochelle](http://www.univ-rochelle.fr)

2001: Scientific Baccalauréat

GENERAL SKILLS

Languages:

- Native language: French (France)
- Source languages: English (GB / US), Portuguese (PT / BR), Spanish

Personal skills:

- Reliable, professional: follow instructions, meet deadlines, deliver high quality work
- Excellent writing skills: style fluid and appropriate to the audience
- Organizational skills: run own office for over 6 years
- Stress management: perform well on short notice assignments

Computer skills:

- CAT: Trados 2007, SDL Trados Studio 2009 (Getting started certification – Level 1), SDL Trados Studio 2011 (Getting started certification – Level 1) <http://www.sdl.com/certified/27921>, SDLX, Idiomatic, Déjà Vu
- Office automation: MS Office 2007 (Word, Excel, PowerPoint)

Hobbies:

Cooking, tourism, zumba, piano