



MARIA CĂTĂLINA RADU

PHD ASSISTANT PROFESSOR IN TRANSLATION STUDIES,
TRANSLATOR, LANGUAGE SPECIALIST, PROOFREADER

Reliable translator with 15 years of experience in providing translation services for a wide range of clients and industries.

EXPERIENCE

**2013/
current**

**PhD Assistant Professor
- Translation Studies**

**Technical University of Civil Engineering
- Bucharest, Romania**

- Teaching various academic disciplines related to Specialized Translation Studies, such as Introduction to Translation Studies, Technical and Scientific Translation, Economic Translation, The Use CAT-Tools in the Translation Industry, Localization.
- I am responsible for the undergraduate program Specialized Translation and Interpreting, where I am in charge of the permanent updating of the curricula.

**2013/
current**

**Freelance Translator and Proofreader
S.C. CIRUS LEARNING & COMMUNICATION S.R.L
- Bucharest, Romania**

- **Services:** Translation, Editing/Proofreading, Machine Translation Post-Editing and copywriting.
- **Working languages:** English-Romanian, German-Romanian, French-Romanian, Italian-Romanian.
- **Fields of expertise:** Automotive / Cars & Trucks; Automation & Robotics; Computers: General, Software, Systems, Networks; Cosmetics, Beauty; Electronics; Engineering: Industrial, Environment & Ecology; Household Appliances; Human Resources; IT (Information Technology); Internet; e-Commerce; Marketing; Manufacturing; Medical: Cardiology, Radiology, Medical devices, Clinical Trials; Safety; SAP.
- **CAT-Tools:** SDL Trados Studio 2019, memoQ, Memsource, MateCat, XTM, XLIFF Editor.
- **QA Tools:** Xbench, Verifika

ABOUT ME

I have a BA Degree in Translation Studies, an MA Degree in German cultural studies and a PhD in English Philology. In 2013 I became a freelance translator and proofreader, working with important companies from various industries, international organizations and public institutions, such as Mercedes-Benz, Microsoft, Facebook, Western Union and The World Bank Group. As of 2013 I work as a PhD Assistant Professor in Specialized Translation Studies at the Technical University of Civil Engineering of Bucharest. Apart from my activity in the field of specialized translations, I am also a literary translator, working with several Romanian publishing houses.

CONTACT

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EDUCATION

Doctor of Philosophy, English Philology

2013| "Alexandru Ioan Cuza University"
Iași, Romania

Master of Arts, German Cultural Studies

2008| "Alexandru Ioan Cuza University"
Iași, Romania

Bachelor of Arts, German language and literature and French language and literature - Translation Studies

2006| "Alexandru Ioan Cuza University"
Iași, Romania

LANGUAGE SKILLS

ROMANIAN: native language

ENGLISH  C2

FRENCH  C2

GERMAN  C2

ITALIAN  B2

Main projects

- Field of expertise: Automotive / Cars & Trucks
Clients: **Mercedes-Benz, Mazda, Tesla, IVECO, Michelin**
Language combinations: German - Romanian,
English - Romanian, French - Romanian, Italian -
Romanian
Activity: Translation, Proofreading, QA
Subject areas: Technical documentation, marketing
materials, presentation booklets, E-trainings etc.
Volume: over 500.000 words
- Field of expertise: Computers: General, Software,
Systems, Networks
Client: **Microsoft**
Language combinations: English - Romanian
Activity: Translation; Revision; MTPE
Subject areas: Technical documentation, marketing
materials, presentation booklets, E-trainings etc.
Volume: over 500.000 words
- Field of expertise: Electronics; Engineering: Industrial,
Environment & Ecology; Household Appliances;
Client: **Samsung, Siemens, Tchibo, Minolta, WIL0,
PORR etc.**
Language combinations: English-Romanian,
German - Romanian, Italian-Romanian
Activity: Translation; Revision; MTPE
Subject areas: Technical documentation, User
guides, Marketing materials, Presentation booklets.
Volume: over 3.000.000 words
- Field of expertise: Localisation
Clients: **Facebook, Western Union, Deutsche
Telekom etc.**
Language combinations: English-Romanian,
German - Romanian
Activity: Translation; Revision; MTPETranslation;
Revision; Linguistic advice; Copywriting
Subject areas: Website localization, Software
localization, Marketing materials.
Volume: over 1.000.000 words
- Field of expertise: Finances
Clients: **World Bank Group, Ministry of Public
Finance of Romania**
Language combinations: English - Romanian,
Romanian - English, French - Romanian
Activity: Revision; Translation
Subject areas: Economy, internal market and services,
customs policy, employment, consumer protection,
regional policies, external relations, agriculture,
environment and enterprises policy.
Volume: over 500.000 words

SKILLS

- Software skills
- Knowledge of CAT-Tools (SDL Trados Studio, memoQ, Memsource, XTM, Matecat, XLIFF Editor)
- Knowledge of QA Tools (Xbench, Verifika)
- Excellent writing skills

**2012/
2013**

Proofreader

Octopus Translations - Bucharest, Romania

- Proofreading of documents translated from English, German and French to Romanian.
- Undertook high-quality proofreading and document checking assignments, prioritising critical tasks to meet stringent deadlines.
- Producing or working to a style checklist to ensure consistency in terminology, capitalisation, formatting of references, etc.
- Discussing and solving any potentially terminology issues with the project manager and translator.
- Corrected spelling mistakes and grammatical errors and documented changes with accurate version control.
- Thoroughly proofread copy to verify correct spelling, grammar and adherence to brand voice.

**2008/
2012**

Translator and International Affairs Adviser

The Body of Expert Accountants of Romania - Bucharest, Romania

- Simultaneous translation from English and French and reverse during the executive meetings;
- Translation of accounting publications (International Financial Reporting Standards (IFRS), International Public Sector Accounting Standards (IPSAS);
- Participating at international events as technical adviser and translator.

**2007/
2008**

Translator

Mercedes-Benz Romania - Bucharest, Romania

- Translation of technical documents (STIN – Service Training Information, Training documents and Service documents for the Database WIS) from German to Romanian.
- Produced a daily output of 2500 translated words per day.
- Proofread documents to remedy terminology and vocabulary errors.

**2006/
2007**

Translator and Proofreader

ACED Consult - Bucharest, Romania

- Translation and revision of documents (mainly technical) from German to Romanian and from French to Romanian;
- Translation of advertising campaigns for Mercedes-Benz Romania;
- Translations for important German and Austrian companies, such as: DaimlerChrysler, Bosch, Siemens, Buderus, Baumax, Kaufland, Metro, etc.
- Editing and updating of terminological lists.