JESSICA ANDERSSON

Augustivägen 2 | SE-271 72 Köpingebro | Sweden | +46 73-040 09 44 |
jessica@frilansoversattare.com | www.frilansoversattare.com

Freelance translator since 2006, full-time since 2017. English<>Swedish. Native language: Swedish.

SAMPLE FIELDS AND PROJECTS

- EU affairs: EU surveys and reports on various topics, including political, financial, and social
- Legal: framework agreements; contracts; wills; estate distribution documents; GDPR and privacy policies
- Finance: shareholder agreements; financial statements; annual reports; rights issues; payment provider website
- IT: software; web apps; mobile apps
- Travel and tourism: ongoing translation/revision of various content (destination and hotel description, check-in and check-out information, policies, rewards programmes, marketing etc.) for major online travel company; travel and tourism material (websites, brochures) for various Swedish municipalities and organisations
- Marketing: strategies and promotional videos; product info and fact sheets
- Entertainment: television series synopsis
- Education: SEE Learning Curriculum; Emergency Nursing Pediatric Course; educational videos and material
- Healthcare: healthcare systems; guidelines; online health service providers
- Business: steering documents; press releases; newsletters; contingency plans
- HR: employee manuals and benefits; options; pension plans
- Technical: various equipment manuals
- Public procurement
- Newspaper articles

CAT TOOLS

- SDL Trados Studio Freelance 2019 (licence)
- memoQ, Memsource, XTM Cloud, Crowdin, Localise, etc. (with client licence)

RELEVANT PROFESSIONAL EXPERIENCE

Administrative Assistant, Region Örebro County   2011 — 2016
Örebro, Sweden

Translator and Executive Assistant, Zinkgruvan Mining AB   2009 — 2011
Zinkgruvan, Sweden

Credit Controller, Chubb Ireland Ltd.   2008
Dublin, Ireland

Restaurant Manager, It's Italia   2003 — 2007
Half Moon Bay, California

EDUCATION

Bachelor of Art Music Industry, California State University Chico   1998 — 2002
Chico, California