



Personal Information

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Date of birth: **26th of September 1970**
Nationality: **Danish**



Work Experience

- 2016 Freelance Translator**
Languages Danish, Spanish and English

At the moment, my main project is translation of legal files from Danish/Norwegian/Swedish into Spanish, but I am also work on the translation from Danish into Spanish of a webpage for natural cosmetics. My specialties are commercial language, tourism and education.
- 2014-2015 Sales and Marketing Coordinator**
inlingua Las Palmas, Las Palmas de Gran Canaria, Spain

In charge of online marketing and direct sales. Teacher of Business English and Spanish for beginners.
- 2011-2014 Senior Account Manager**
Booking.com, Las Palmas de Gran Canaria, Spain

Responsible for the commercialization of the brand and business model of Booking.com in the Canary market, leading a constantly expanding sales team. Providing support to key hotel partners, helping them optimize sales and online image. Developing and motivating the sales team for max. performance.
- 2008-2011 Operations Manager, Operational Team Leader, Account Coordinator**
Booking.com, Stockholm, Sweden

Operational tasks in close collaboration with the commercial department. Promoted from Coordinator to Team Leader within 6 months and one year later to Operations Manager participating in the opening of new offices in Copenhagen and Oslo and managing the teams of Coordinators in these two offices and in Stockholm.
- 2005-2008 Sales and Aftersales Agent**
Club Lanzarote (Hipotels), Lanzarote, Spain

Sales of luxury villas from show house and sales office, aftersales service and general customer service, internet marketing, translation of various types of sales documents between English and Spanish.
- 2004 Receptionist**
Bungalows Playa Famara, Lanzarote, Spain

Attending hotel guests, administrative tasks.
- 2003-2004 Receptionist**
Hotel Natura Palace (Hipotels), Lanzarote, Spain

Reservations, invoicing of agents and direct clients, attending hotel guests at reception, correspondence with agencies and guests, substitution of 2. reception manager.
- 2002 Receptionist**
Aquasis Thermal Spa, Lanzarote

Reservations, sales of beauty products, instruction of the guests in the use of the spa installations.



- 2000-2002 **Secretary for the Purchasing Manager and the Head of Administration**
Club La Santa, Lanzarote, Spain
- Correspondence, telephone communication, translation of legal and economical documents, assistance in the marketing department, VIP-manager in connection with the yearly sports event Ironman Canarias Lanzarote Triathlon.
- 1998-1999 **Spanish Teacher**
AOF, Horsens, Denmark
- Teaching Spanish for beginners (adult students).
- 1998 **Translator**
Centrum Publishing House, Århus, Denmark
- Translation from English into Danish of the Berlitz Spanish Phrase Book & Dictionary.
- 1995-1999 **Translator**
Terma Electronic AS, Lystrup, Denmark
- Translation of technical, commercial and legal documents between English, Spanish, Portuguese and Danish, plus other linguistic assistance in connection with projects in Spain and Brazil.

Freelance Jobs

- 2016 **Sublime Subtitling & Translation, Madrid, Spain**
- Audio-visual translation. Collaborating in the dubbing from Spanish into Danish of the Disney Argentina production, "Soy Luna". Translating dialogs and, occasionally, time-coding.
- 2016 **The Rosetta Foundation**
- Different language work through the Trommons portal. Translation into Danish of information and teaching material, and correction of texts already translated into Danish.
- 2015-2016 **Different private translation jobs**
- Translation of menus, medical reports, a web site for natural cosmetics – mainly Spanish-English.
- 2004-2007 **Aflsca, Lanzarote**
- Spanish-Danish translation of documents for the general meetings of the board. Long-term collaboration.
- 2006 **Stima Aps, Aarhus, Denmark**
- Danish-Spanish translation of technical specifications in connection with the construction of a new Olympic swimming pool at Club La Santa, Lanzarote.
- 2006 **Jeva, Aarhus, Denmark**
- Danish-Spanish translation of web and promotional material.
- 2001-2006 **Mesón de Tiagua, Lanzarote**
- Spanish-Danish translation of new menu every 6 months. Long-term collaboration.
- 2005 **Patronato de Turismo del Cabildo de Lanzarote**
- Spanish-Danish translation of Lanzarote catalogue.

Formal Education

- 2016 **AulaSIC, Barcelona**
Course in SDL Trados Studio 2015
- An online course consisting of a general introduction to computer aided translation (CAT) and enabling the students to translate single documents, projects and packages, and deliver them in their original format.



- 2015 Las Palmas Chamber of Commerce, Las Palmas de Gran Canaria**
Completion of a series of courses called "Training activities for young entrepreneurs"
- Professional competency: Re-invent yourself as an entrepreneur, 12 hours
Creation of internet based companies, 16 hours
How to be a young entrepreneur and not die trying, 12 hours
Itinerary for good entrepreneurship, 32 hours
Elaboration of business plans and viability plans, 20 hours
How to excel in image and communication as an entrepreneur, 20 hours
Social media for entrepreneurs, 20 hours
How to handle invoicing and taxes, 12 hours
- 2014 Cambridge Certificate in English Language Teaching to Adults (CELTA)**
The Irish Academy, Las Palmas de Gran Canaria, Spain
- Apart from practical sessions and observations, the course contains lessons in Language Analysis, Course Planning, Teaching Techniques and Procedures, Classroom Management, Resources and Materials. The aim is to develop teaching skills and confidence and to become familiar with the basic principles of effective teaching. CELTA is certified by the University of Cambridge and regulated at OFQUAL QCF 5 level.
- 1995-1999 MA Degree in Spanish Commercial Language (cand. ling. merc.)**
The Aarhus School of Business, University of Aarhus, Denmark
- Principal objective to obtain linguistic competence in the areas of economics, law and technology. Focus on methods for acquiring knowledge in order to solve complicated issues within any given linguistic field.
- 1994 FUHU Study Programme**
Instituto de Fomento Empresarial (IFE), Madrid, Spain
- Marketing, domestic and foreign trade and communication, all based on actual Spanish commercial and cultural conditions. FUHU is a Danish association for the education of young business people, which cooperates with the Madrid Chamber of Commerce.
- 1992-1993 Higher Preparatory Examination in Italian Language**
VUC, Odense, Denmark
- 1992 Intensive Spanish Course**
Universidad Complutense, Madrid, Spain
- 1991-1994 Bachelor Degree in Commercial Language (Trilingual Commercial Correspondent)**
University of Odense, Odense, Denmark
- Written and spoken commercial communication in Spanish, English and Danish.
- 1987-1990 High School Diploma, Advanced Level, Modern Languages**
Upper Secondary School, Hobro, Denmark
- English, Spanish, German and Latin languages.

Language Skills

Danish:	Written and spoken, high level, native language
Spanish:	Written and spoken, high level
English:	Written and spoken, high level
German:	Written and spoken, intermediate level
Swedish:	Spoken, intermediate level
Italian:	Basic knowledge
Portuguese:	Basic knowledge

Being Danish, I understand and am able to translate from Swedish and Norwegian to my main languages Danish, Spanish and English.