

Corinna Jones

Redford, Michigan, United States



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corinnajones@hotmail.com



586-306-8922

Summary

Working from home, I am on a flexible schedule and can accommodate a variety of projects.

Experience



Translator/Interpreter/Language Instructor

Self-Employed

Jan 2005 - Present (15 years 8 months +)

Working from home, I will translate your documents. Simply email them to corinnajones@hotmail.com for a quote or call me at (586) 306-8922.

Medical interpreting available. I have a valid Henry Ford badge. please don't hesitate to contact me for a fair quote.

Other services also available.

Translating and proofreading German-English & English-German, Plattdeutsch (low-German) knowledge

School transcripts, medical, technical and aviation documents, websites, government forms, novels, etc.

Interpreting at legal depositions and for medical needs

Certified through U.S. Army Europe, Bremerhaven Personnel Office

Private and small group German lessons



Medical Translator VA Benefits Department

U.S. Department of Veterans Affairs

Dec 2019 - Present (9 months +)

T1 Background Investigation 7/28/2020 by VA-CABS

U.S. Citizenship application submitted 5/13/2020

Translating of medical documents for the VA Benefits Department



Independent Consultant

Thirty-One Gifts

Jul 2012 - Present (8 years 2 months +)

Opportunities for part- and full-time positions available now. Please contact me for details at (586) 306-8922.

The perfect bag, tote, or organizational item - personalized to your specific requests in a multitude of colors and fonts.

Contact me to make a purchase, book a party, or if you are interested in becoming an independent consultant yourself. Earn an additional income, and get started for only \$99, by ordering the starter kit.

For more information, please visit my website at www.thirtyonetoday.com/CorMI/.



Publisher/Editor

Macaroni Kid

Sep 2014 - Jun 2015 (10 months)

Publish weekly newsletter and add local family-friendly events to the website.

Communicate information through Facebook and Twitter.

Selling of advertising opportunities to local businesses.



Building Manager

Redford Aldersgate UMC

Apr 2010 - Apr 2011 (1 year 1 month)



Call Center Agent/Coach - BA, DBA, QANTAS, BA USA

Flyline Telesales & Services

May 1996 - Jul 2000 (4 years 3 months)

Call center agent - British Airways Germany, Deutsche BA, QANTAS including Frequent Flyers & Special Services
(initial team member at the creation of Flyline)

Coach for new staff members - British Airways Belgium/Netherlands, British Airways USA



Portcall Clerk

US Army Europe - Lucuis D. Clay Kaserne

Sep 1990 - Sep 1991 (1 year 1 month)

Booked flights and issued tickets for US Army soldiers and their families.

Education



Hauswirtschaftliche Berufsfachschule Sued

Certificate

1985 - 1988



Schulzentrum Butjadinger Strasse

High School Diploma

1979 - 1984

High School Diploma

Licenses & Certifications



Translator Certification - Karl Schurz Kaserne, Bremerhaven, Germany, CPO, US Army

Europe - US Army Europe



First Aid/CPR - American Red Cross



T1 Background Check - VA-CABS

Skills

Proofreading • Translation • Microsoft Office • Microsoft Word • Microsoft Excel • Public Speaking • Customer Service • Editing • Public Relations • Event Management