

## CURRICULUM VITAE

<b>NAME</b>	Victoria Holmes (née Chesson)	<b>DATE OF BIRTH</b>	21/08/1978
<b>ADDRESS</b>	28 Chaplin Drive, Headcorn, Kent, TN27 9TN, England	<b>NATIONALITY</b>	British
<b>TELEPHONE</b>	+44 (0)1622 890 383	<b>SEX</b>	Female
<b>MOBILE</b>	+44 (0)7818 093 795	<b>E-MAIL</b>	vickiholmes.translation@gmail.com

### HIGHER EDUCATION AND PROFESSIONAL QUALIFICATIONS

**2006** Diploma in Translation (German–English), distinctions in all three papers (General Translation, Literature, Social Sciences).

**2004–2005** Distance-learning course in preparation for DipTrans examinations, City University, London.

**2003** Awarded MA, Clare College, Cambridge University.

**1996–2000** BA (Hons) German and French, II i, Clare College, Cambridge University. Year abroad as part of course – see *Employment* section.

### EMPLOYMENT

**Since August 2006** Freelance translator and proofreader.

**September 2006–July 2007** Part-time position teaching German conversation at Benenden School, Kent.

**15 October 2001–31 July 2006** Friedrichs & Friends, Hamburg, Germany. Staff translator and proofreader at this small translation agency.

- Translating, adapting, revising existing translations and proofreading texts with a broad focus on advertising: mixture of general and semi-specialised texts from a wide range of fields.
- Producing professional work to tight deadlines.
- Liaising with project managers, colleagues, freelancers and clients.
- Recruiting and training new staff.

**1 September 2000–15 October 2001** Wieners + Wieners Werbelektorat GmbH, Ahrensburg, Germany. Traineeship followed by a permanent full-time position as a staff translator and proofreader. Responsibilities as above.

**1998–1999** Johann-von-Nassau-Schule (Haupt- und Realschule), Dillenburg, Germany. English language assistant.

### REFERENCES

Client and colleague references available on request.

