

## Contact

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## Education

- 1999-2000 | *DESS* -post-graduate degree specializing in business, legal, and technical translation French // English. Université Lille III, France.
- 1997-99 | *Maîtrise* -Master's degree majoring in American-English literature, civilization and linguistics; 150-page-thesis on "A Decade of School Desegregation in the South, 1954-65" (with distinction - magna cum laude). Université Rennes II, France.
- 1996-97 | *Licence* -Bachelor of Arts majoring in American-English literature, civilization and linguistics (with distinction -magna cum laude). Participated in a year-long exchange program (ISEP) with the University of Memphis, TN, USA.
- 1993-94 | *Baccalauréat A2* - High School Education Leaving Certificate, majoring in literature, philosophy, 3 foreign languages (with distinction -cum laude).

## Experience Translation-Tech. Writing / Project management

- Since Dec. 2005: full time  
1999-2005: part-time
- Freelance Translator  
Main areas of expertise:
- *Technical*: IT, software, computer, consumer electronics, tele-communications, agro-food, gastronomy, freight and shipping, transport, tourism, brown and white goods, environment, etc.
  - *Business & Legal*: human resources, contracts, terms of sale, minutes, etc.
  - *European issues*: since 2003, in charge of French translations (over 500 000 words translated) for several EU projects and organizations in the fields of transport, environment, ecology, maritime issues and education (PORTAL, ELTIS, CRPM, etc.).
- Main references:  
Adobe Systems Inc., BIC, Commvault, Coby Electronics Corp., Decathlon, Ecofys, ENPC, Häagen-Dazs, MedPlus, NEC Computers, Optic 2000, Packard Bell, Panasonic, Panduit, Sagem, Siemens, Sound ID, Symantec-Norton, Triogen Ltd., Weber, Wyland foundation, Xerox Corp...
- Sept. 2006-2008 | Lecturer at the Université Catholique de l'Ouest (IPLV language institute, Angers, France) ("Principles of Technical Writing"- post-graduate ("Master") students).

- Sept. 2000-  
Dec. 2005
- Technical Writer-Translator, NEC Computers International, Angers, France:**
- Design, manage and write -in English, user's guides for the Packard Bell product range: computers, PDAs, network solutions, MP3 players, GPS devices, DVD-HDD recorders, etc.
  - Produce on-line documentation (html, dynamic PDFs) included with the products and published on the Packard Bell Websites: Quick Start Guides, Installation sheets, tutorials designed to make the products and software fun and easy to use.
  - Translation into French of different types of documents: technical, legal, marketing, etc. Daily use of CAT tool Wordfast. Management and follow-up (localization, proof-reading and validation) of the outsourced translations into 15 languages.
  - Work closely with all people involved in the product chain (product managers, engineers, sales offices, production, purchasing, marketing, DTP, hot line) and external partners (translation agencies, printers, software editors, computer manufacturers, etc.).
  - Contribution to software interface creation with engineering and editors (at linguistics and ergonomics levels).
  - Creation and maintenance of an Intranet-based terminology database accessible for all employees worldwide.
- Objective: Produce high-quality technical documents that are easy for different audiences to read and understand. Create customer-friendly, customer-focused, call-avoidance documentation solutions and insure consistency throughout documentation of all product ranges. Management of multiple projects under tight deadlines.*
- Dec. 99-Jan.2000
- Project manager for inter-university project Tradutech.** Coordinated a team of six for the translation into French of a user's manual (Honda engine), and a telephone network project (DECT).
- June-August  
2000
- Translator (Internship) -Languages & Translations Dpt of the Corporate Headquarters of France Telecom, Paris.** Created a general lexicon on telecommunications -70 pages, a bilingual glossary on "mobile Internet" -90 pages, and translated various documents - commercial brochures, business, and legal -into English.
- March 1998
- Participation in the South Eastern Conference On Linguistics, Lafayette, LA, USA,** to present personal research project -1996-97: "French Cyberculture: English loanwords in the Internet world" (awarded a special scholarship by the University of Memphis and sponsored by France Telecom).

### Miscellaneous

- >> **Mother tongue: French. Near native English speaker;** some German and Spanish.
- >> **Professional training 2005-2007 (+250 hrs - Master's level)** Spanish translation, CAT tools (SDLX, TRADOS) at the IPLV Angers.
- >> **Computer literate: Windows (97 to Vista), Microsoft Office, Internet, Photoshop, FrameMaker, Dreamweaver, Acrobat.**  
Good command of Wordfast and Trados (some experience with Catalyst and SDLX).
- >> **Frequent stays in the USA (long periods), frequent travels to European countries and Africa.**
- >> **Loves cooking! (blog: <http://k-traduction.over-blog.com>).**
- >> **French & American driver's licenses.**