

MURIELLE MARTIN, FREE-LANCE TRANSLATOR
ENGLISH, SPANISH, ITALIAN & CATALAN > FRENCH

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29, French, Single



TECHNICAL: Mechanics, Aeronautics, Automotive, Machinery & Tools, Steel industry, High-Tech

SCIENCES: Medical Equipment, Medicine, Pharmaceuticals, Biology, Genetics

IT: Localisation, IT hardware

ART & CULTURAL HERITAGE: Painting, Sculpture, Religious art, Tourism and Gastronomy

OTHERS: Marketing, Advertising, Press Releases, General

WORK EXPERIENCE

Since September 2004 **Freelance Translator** (regularly translating since 2001)

- Translations and proofreading in the fields above mentioned
- Coordination of high volume translation projects
- Terminology and lexicology (development of a bilingual dictionary)
- Voice-over (for company advertisement videos)
- Occasional interpretation (consecutive)

Sept. 2004/July 2005 **English & French Teacher in language school**, Barcelona

- Teaching English to adults in a private language school (preparing for the Cambridge Advanced Exam)
- Teaching Business English to adults in companies (all levels: from beginners to proficiency)
- Teaching French (Français des affaires) to adults in companies (beginners)

Dec. 2003/ Sept. 2004 **Trilingual administrative worker**, Mango, Barcelona

- Follow-up of production (Spain, India, Pakistan, Turkey and Morocco)
- Intermediary between label producers and garments vendors
- Occasional translations

August/ Dec. 2003 **Technical translator/Localiser**, Locteam, Barcelona

- Localisation
- Translation of manuals, brochures, etc.
- Terminology (Transit)

May 2002/ June 2003 **Trilingual Managing Assistant**, Alstom Transport, Barcelona

- Update of the Technical Manager's agenda
- Organisation of business trips and meetings
- Translation of the necessary technical documentation on trains, tramways and metros (English, Spanish, Italian and French)

July 2001/ April 2002 **Project Manager** at Surrey Translation Bureau, Farnham, UK

- Responsible of translation projects (small and large projects, all language combinations, various formats)
- Customer management
- Management of a translator team (up to 10 in-house translators and daily contact with freelance translators)

April / July 2001 **Translator** at Surrey Translation Bureau

- Translation from English into French
- Desktop Publishing (Frame Maker, Page Maker, Publisher, QuarkExpress, etc.)

Education /Qualifications

Université Catholique de l'Ouest, Institut de Perfectionnement en Langues Vivantes, Angers (France)

2000

Master's degree in English

Final year of a **postgraduate diploma in Translation and Interpretation**

1999-2000	BA in English and Spanish (with distinction) Diploma in Business English of the British Chamber of Commerce (obtained with merit)
1998	Certificate in Business English (SPLEF) Advanced Level
	Certificate in Business Spanish (SPLEF) First Level
1997	Certificate of Cambridge Advanced (B)

Foreign languages

French	Mother tongue
English	Fluent
Spanish	Fluent
Catalan	Good working knowledge
Italian	Basic

Software

- Windows 2000: Office package, Acrobat Writer, FrameMaker, PageMaker, Illustrator, QuarkExpress, etc.
- Linux: Open Office, GIMP, etc.
- Translation tools: Trados Version 7; SDL 2006; Wordfast (+ knowledge of Transit)

Other information

Computer literacy
Diving licence (car available)
Great interest in Music, Art and Literature
Volleyball practised in a club for 12 years
Currently studying Chinese