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English, French & Italian into Greek// Greek & French into English
Freelance Translator/Proofreader

Profile

English, French & Italian into Greek // Greek & French into English translator (*collaborating with native English proofreader*) with 11 years working experience in the following areas: a) advertising, marketing, business, b) tourism and environment, c) multimedia, video games, d) pharmaceuticals. Fluent in spoken and written **English, French, Italian and Greek** (mother-tongue). Strong writing, research and analytical skills. Daily translation output: 2,500 words on average. **Wordfast user.**

Key achievements

- Specialising in business, marketing, pharmaceuticals
- MA in Translation Studies
- Positive client feedback on [LinkedIn](#) and [ProZ.com](#)

Professional Experience

Jan. 2008 – now

•Freelance translator, reviser, proof-reader

Over 1,000,000 words translated

Latest clients: *Focus Business Services Cyprus, Swarovski, World Gold Council, Ponthier, LearnBots, Champix, Petit Bateau, AkzoNobel, Asalus Medical Instruments, Amgen, Hike (Android app.)*

- **Advertising, marketing:** brochures, product advertising, news articles and interviews, press releases, market research surveys (covering topics such as food, sports, mobile phones, health service, public transport, standard of living, etc.)

- **Business:** audits, company presentations/profiles, training materials

- **Tourism and environment:** a wide variety of documents on global warming, CO2, environmental jobs, natural resources, sustainable development, airlines, EU tenders // tourism leaflets, travel guides, food, beverages

- **Multimedia:** websites, casino, online games, iPhone apps, subtitling

- **Medical:** cosmetics, vitamins, pharmaceuticals, medical instructions, instrument manuals, medical transcripts, pet diseases and medicine, medical surveys, medical ads

Additional Experience

Jan 2010 - now

• Freelance Journalist/Writer

Articles written in English for Oryx (Qatar Airways), Baltic Outlook (Air Baltic), Jetaway (Jet 2), FHM Germany, Cafebabel, BootsAll, Suite101, GPSmyCity.com, Pass to Port (Greek free press magazine); transcriptions for BBC Radio (London) & Federal News (Washington); editor for the Greek edition of Columbus Travel Media guides (London)

July 2008 – January 2012

• Writer, Researcher, Editorial assistant

BIOPOLITICS INTERNATIONAL ORGANISATION (N.G.O. for the protection of the environment/ Publishing House for environmental editions/ educational body for environmental courses) Athens, GREECE, www.biopolitics.gr

Writer, researcher, translator of e-learning material, courses, websites, articles and proposals on environmental subjects for EU tenders. Translator of “*Green Salary – Reversing Unemployment through Environmental Protection*” into Greek. Editorial assistant for a number of environmental editions in both English and Greek (*ask for a list of books*). E-learning administrator (Moodle) for a series of environmental courses. Updated company website through Dreamweaver. Conference organizer. Transcriber / Translator of speeches. Preparation of press releases. General administration duties.

January 2009 – January 2011

• Freelance Script Reader

Script reader for UK film producer, Reach Up High Entertainment, Manchester, U.K.

January 2009 – May 2011

• Freelance Subtitler

SOFTITLER BY DELUXE, Los Angeles, CA, U.S.A.

Subtitler for American films and TV programmes into Greek

September - December 2007

• TV Journalist and Researcher for daily chat show

STAR CHANNEL, Athens, GREECE

“**MPORO**” (“*I CAN*”)

Responsible for suggesting ideas and researching various topics for the chat show, (medical, scientific, cultural, social

topics, people stories, etc.). Responsible for researching, checking & time-coding footage, writing voice-overs, translating / subtitling foreign documentaries (esp. medical) and setting up international stories. Interviews with foreign personalities. Filming on location, Casting Researcher, Audience Researcher, Translator / Interpreter for foreign guests, responsible for managing TV show's call-center and welcoming guests.

May 2005 - July 2006

• TV Journalist and Researcher for Real Estate and Travel TV programs

CHANNEL 4, Manchester / London, U.K.

- “A Place In The Sun - Home or Away” [Series 3, 33 Episodes x 60]
- “A Place In The Sun” [Series 8, 13 Episodes x 30]
- “My Place In The Sun” [Series 3]

- Responsible for researching countries and property markets for 46 TV programs in Portugal, Spain, France, Italy, Greece, Poland, Hungary, Slovakia, Austria, Germany, Cyprus and South Africa.

- Multilingual translator of travel & real estate brochures.

- Co-coordinator for Producers and Directors on the road. Liaised with local authorities, collaborated with regional newspapers, arranged / translated filming permits and release forms, interviewed contributors and set up stories.

Worked on location in countries abroad as translator / interpreter, conducted contributor auditions and interviews for “A Place In The Sun” Live Exhibition at the Excel in London. Collaborated with Casting Researchers to find suitable contributors for the show, checked / corrected voice-overs, wrote billings for BBC Radio Times.

June 2003 - April 2005

• Multi-lingual Translator

IBM COMPUTERS, Manchester, U.K.

Technical translations from and into Greek, English, Spanish, French and Italian, technical and administrative assistance for British and European clients, project management and coordination, office and admin duties, customer service, problem analysis, software testing. **Awarded Employee of the Month.**

Professional Memberships

- Member of the Association of European Journalists – <http://www.aej.org>
- Member of the British Hellenic Chamber of Commerce – <http://www.bhcc.gr>

Education

M.A. in Translation Studies, (2001 - 2003)

University of Warwick, Coventry, UK

Creative Re-writing, Cultural Studies, Drama and Media Studies, Post-colonial Translation.

Awarded in January 2003.

Diploma in Translation Studies, (1997 - 2000)

The British Council, Athens, Greece

Theory and Practice of Translation, Texts and Terminology, Humanities, Cultural Studies, Science, Economics, E.U., Law, British Studies (3 years of practical experience and workshops).

Journalism, (1999 - 2001)

Writers Bureau College of Journalism, Manchester, UK

Market Analysis, News journalism and Newsgathering for local and national papers, Interviewing, Sub-editing, angles and ideas, (popular, trade, travel features, etc.), TV / Radio, Legal Matters.

Professional Development

Spring 2013 *Desktop Publishing for Translators, PROZ.com*

Autumn 2012 *Creativity Methods to promote European equality for journalists, Graz, Austria*

Spring 2012 *SEO and PPC for translators, PROZ.com*

Spring 2011 *Advance Translator Skills, PROZ.com*

Autumn 2011 *Writing a novel, Writerscollege.com*

Autumn 2011 *Search Engine Optimization training, Applied Language Solutions*

Autumn 2010 *Basic script writing techniques, Hellenic-American Union*

Winter 2009 *Subtitling TV & films, Softtiter by Deluxe*

Autumn 2004 *Creative leadership course, IBM*

Winter 2003 *Time Management in the Office, IBM*

Summer 2000 *Subtitling films and TV series, British Council of Athens*

Skills

Languages	Computer skills	Computer hardware
GREEK - native ENGLISH – near native FRENCH - near native ITALIAN – very good SPANISH - intermediate	Software: Microsoft Office (2010), Open Office (3.3), Wordfast, online localization platforms, Eddie (subtitling software) Code and internet: SEO, internet research tools, basic Dreamweaver knowledge, blogspot	Notebook: Intel Core Duo (1.83 GHz, 4MB memory, 15.4" LCD)