



ARNAR ODINN ARNTHORSSON

COPYWRITER | PROOFREADER | TRANSLATOR
INFORMATION SCIENCE SPECIALIST

ADDRESS

Asabraut 9 | 300 Akranes | Iceland
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INTERESTS

Spending time with **family and friends**. Listen to, writing and playing **music** and going to **concerts**. Watching **football** and **basketball**. **Reading**. **Running**, **strolling** and playing **badminton**. Spending time in the **family country cottage**.

VOLUNTARY WORK

IATV: **Broadcasting and camera work** from 2017. Threstir Youth Association: **Chairman** '09-'11. SFR - Union of Public Servants: **Confidant**. Brúarflöt 4 Residents Association: **Chairman** '14-'16.

LANGUAGES

Icelandic: native language. **English**: excellent command / highly proficient in spoken and written English. **Danish**: basic communication skills / working knowledge. **German**: basic communication skills / working knowledge

IT SKILLS

Windows | Mac OS | Word | Publisher | PowerPoint | Outlook | Excel | Aleph | MemoQ | SharePoint | GoPro.Net | HTML

EDUCATION

LIBRARY AND INFORMATION SCIENCE B.A. DEGREE

UNIVERSITY OF LCELAND | 2014
STATE RECOGNISED AND STATE-FINANCED HIGHER EDUCATION INSTITUTION. ACCREDITED BY THE MINISTRY OF EDUCATION AND CULTURE.

SOCIOLOGY GRADUATE

MENNTASKÓLINN VIÐ HAMRAHLÍÐ HIGH SCHOOL | 2005

PROFESSIONAL EXPERIENCE

CATALOGUING SPECIALIST

NATIONAL AND UNIVERSITY LIBRARY OF ICELAND | 2019 -

- Cataloguing of acquisitions
- Management of e-books acquisitions
- Management of the Icelandic bibliography

FOUNDER AND OWNER

TEXTALAND EHF. | 2017 -

- Content and copywriting, proofreading, translating and more

RECORDS MANAGER / SPECIALIST

NORDURAL GRUNDARTANGI ALUMINUM PLANT | 2015 - 2017

- Content, news and copywriting for internal web and social media
- Various translation and proofreading assignments
- Collection, presentation and dissemination of info. for DI screens
- On the editorial board of the organization's magazine for employees
- Particip. in the design, installment and impl. of a new internal web

HEAD OF INFORMATION & TECHNICAL OPERATIONS / LIBRARIAN AND COMPUTER MANAGEMENT

KOPAVOGUR MUNICIPALITY LIBRARY | 2006 - 2015

- Content, news and copywriting for internal web and social media
- Content and organizational management of int. and ext. websites
- Collection, presentation and dissemination of info. on DI screens

AGENT

THE ICELANDIC CONSUMER AGENCY / THE ICELANDIC COMPETITION AUTHORITY | 2002 - 2006

- Procurement and documentation of data
- Monitoring of price marking of stores and service providers

MAJOR COURSES

- Establishm. and ops. of businesses | Innovation Cent. Iceland 2018
- Copywriting for people and search engines | Hugsmidjan 2017
- Lean management | Reykjavik University 2016
- Microsoft SharePoint 2010 | Promennt 2016
- GoPro.Net | Hugvít 2015
- WordPress basic & advanced | CE Uni. of Iceland 2014 & 2015
- Recipe for a fine internal web | CE Uni. of Iceland 2014
- Althing Information and Research Center (on-field study) | UI 2013
- Copywriting - ÍSL101G | University of Iceland 2009
- Icelandic National Broadcasting Service (on-field study) | UI 2009

OTHER KNOWLEDGE AND EXPERIENCE

Live broadcasting and filming of sports and social events | Live music performance and audio mixing | Offset printing | Warehouse and distribution work | Hotel porter | Painter jobs | Farming jobs