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| **BODART Christine** |
| **179 rue de Presles, BOUFFIOULX? 6200 BELGIUM** |
| **+3271940723 OR +32487477101** |
|  **christinebodart@gmail.com** |
| **Objective** | **To use the languages I know, helping people to reach their goals.** |
| **Professional Skills** |  Microsoft Office Microsoft Windows WordPerfect 5.1/6.1 |  Translation Filing/EditingTyping  Web updates Knowledgebase responsible |  Technical Support |
| **Education** | **Translation** / **Teaching of Languages** |
|  | Ecole d’Interprètes Internationaux, Mons, Hainaut, Belgique Date: 06/91 |
| **Employment Skills** |  Developed ability to work in a fast-paced atmosphere Responsible of the French website Creation of a customer tool called Annie , answer system acting like a person Translation of Knowledgebase articles Posting of those articles  Modification of internet pages through Frontpage Daily resolved customers complaints on as-needed basis Ability to follow instructions well and make decisions with no supervision Effectively developed telephone communication skills and consistently met quotas Teaching of languages German, Italian, English Knowledge of German, Italian, Dutch as an asset |
| **Employment History** **Teacher for English, German and Italian from 2009 until now in Belgium** |
|  | **Technical Support Representative,** Roxio, Inc., Richmond Hill, ON | 08/03 – 12/07 |
|  | **Technical Support Representative,** Roxio, Inc., Würselen, Germany | 07/00 – 07/03 |
|  | **Technical Support representative**, Adaptec, Waterloo, Belgium, Temporary | December 1999-06/00 |
|  | **Temporary Jobs as a secretary** in Belgium | 1991-1996 |
|  | **Independent Translator:** certified translations | 1996-1999 |