**CURRICULUM VITAE**

**NAME:**  Francine Labelle

**BIRTHDATE:** October 12, 1954

**COUNTRY:** Canada

**ADDRESS:** 27 DeGrondines, Apt A

**TOWN: Gatineau**

**PROVINCE:** Quebec

**POSTAL CODE:** J8V 1Z3

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**SUMMARY:** Registered nurse with past 21 years experience from 1974-1996. Took a voluntary lay-off and then quit nursing in 1996.

Part- time team leader on the evening and night shift.

Self learner in typing, computer and internet use.

Interested in working from home either in word processing, data entry, transcription, editing or writing, translation.

**EXPERIENCE:** Translation: of the book " Chronic Fatigue Syndrome, A Treatment Guide, 2nd edition " through the website of Babelcube by Erica F. Verrillo from May to August 2017. The book was 580 pages long and I translated it from English to French. You can find attached to my CV a letter of recommendation from Erica F. Verrillo.

Data scrubbing: I proofread a total of approximately 1800-2000 reviews for Ziptask under the supervision of Chris Piazza (chrpiaz@gmail.com) in April-May 2015. The proofreading was to find grammatical and punctuation errors and included also some editing.

Registered Nurse (R.N.): Ottawa General Hospital, Smyth Rd, Ottawa, ON

1977-1983: worked in the AKU (Artificial Kidney Unit)

orDialysis unit

 1983-1996: worked in the ICU (Intensive Care Unit)

Volunteer administrative assistant: Museum of Civilizations , Gatineau, QC

 1992-1993: In this setting I tuned up on my typing

 skills, learned the computer (DOS) system

 Duties included typing, data entry, word processing,

 photocopying, answering phone calls, sending

 memos, filing etc.

Registered Nurse (R.N.): Montfort Hospital, Montreal Rd, Ottawa, ON

 1975-1977: in the Gynecology/Surgery department

Receptionist: Montfort Hospital, Montreal Rd, Ottawa, ON

1973-1974: in the Emergency Department.

**EDUCATION:** September 1972-August 1974: Nursing Sciences College Diploma from Algonquin

 College, Wellington Avenue, Ottawa, Ontario

September 1967-August 1972: finished through grade 13 at Belcourt High School,

 Church Street, Ottawa, Ontario

**SKILLS:** typing from 45-50 wpm

**LANGUAGES:** I am fluent in the written, spoken French and English. I often served as an interpreter

while working as a nurse or receptionist.

**INTERESTS:** Books/Reading whether fiction or non-fiction

Computer/Internet

At the present I am a member of several internet survey companies and outsourcing

websites. I am also a member of one academic writing site Studybay.com.

August 19, 2017

To Whom It May Concern,

I heartily recommend Francine Labelle as a translator. Ms. Labelle translated my book, *Chronic Fatigue Syndrome: A Treatment Guide, 2nd Edition*, accurately and with a meticulous attention to detail. The book was quite technical in places, making Ms. Labelle’s medical knowledge invaluable.

In addition to her superb translating abilities, Ms. Labelle was remarkably fast. While previous translators had required nine months to more than a year, Ms. Labelle translated my entire 778-page book in four months. Moreover, she submitted the translated manuscript ahead of deadline.

Ms. Labelle was a delight to work with. She kept in regular contact and freely consulted with me, which made the translation process smooth and efficient. For future works, I would not hesitate to employ Ms. Labelle’s services again.

Sincerely,

Erica Verrillo

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