**Gillos Idem G. de - SOUZA**

**07 BP 1390 Cotonou, Republic of Benin**

**gillosouz@gmail.com +229 9702 9059**

**Objective:** A challenging position as freelance or remote translator providing regular French, English and Spanish translation online or in the field.

**Key skills and competence**

* French: mother tongue
* English: professionally fluent
* Spanish: advanced knowledge, very fluent
* Excellent communication and writing skills
* African languages: Mina (spoken in Benin, Togo, Ghana), Fongbé, Adja, Goun
* More than three years’ experience in translation from Spanish and English into French, and from Spanish and French into English in the following fields: transportation / shipping, agriculture,finance and business, international relations, media/journalism, cinema/drama, traveland tourism, law, health care, environment
* Independent, self-driven, detail-oriented, creative, fast learner
* Proficient with MSOffice (Word, Excel, Power Point, etc.), AdobePhotoShop, Adobe Acrobat
* Ability to use the Internet

**Work Experience**

**Diamond translation, France May 2013-Present**

 **Translator**

* Translate documents from English to French
* Translate documents from French to English

 **Globalo solutions, India April 2013-Present**

 **Translator**

* Translate documents from English to French
* Translate documents from French to English
* Translate documents from Spanish to English
* Translate documents from Spanish to French

**Modus Operandi, Haarlem, Netherlands**  **January 2012- Present**

 **Translator**

* Translate major artistic projects
* Write and translate from English and Spanish to French and vice versa newsletters for the Modus Operandi website platform ([www.javierlopezpinon.com](http://www.javierlopezpinon.com))
* Translate correspondence letters
* Translate written plays from English to French

 **Biokou Industry**, **Porto- Novo, Benin** **November 2010- December 2011**

**Translator/ Interpreter**

* Translated major Benin companies’ project documents
* Translated worldwide manual, documents, e-mails, contracts and tenders
* Took part in translation of conference booklets
* Worked as interpreter and tour guide welcoming foreign delegations in Benin
* Worked as conference interpreter from English and Spanish to French during the Global Youth Innovation Network (GYIN) conference held in Benin

 **Dépêche Maritime - Cotonou, Benin**                   **May 2009 - August 2011**

 (Then-publisher of the Port Management Association of West and Central Africa) (PMAWCA)

 **Translator/ Interpreter**

* Translated from both Spanish and English to French the articles sent by *PMAWCA* member-ports for the establishment of the bimonthly magazine “La Dépêche Maritime”
* Provided guidance and feedback, and created customer-specific style guides in English.
* Translated contracts and letters from both Spanish and French to English, and vice versa.
* Reviewed and proofread administrative correspondences, reports and documents written by other office members.
* Conducted face-to-face interpreting during meetings held by Board and *PMAWCA* member- ports representatives during negotiation missions in Benin and in other member-ports countries.
* Carried out telephone interpreting.

**Additional Major Work Experience**

* Translated Project documents for Orah Group, Switzerland - April 2012
* Took part as freelance translator in the translation of Employer’s Requirements produced by Niras for the Lome Container Terminal Project (a big engineering document) - July 2011
* Acted as tour guide for the students of North Eastern University of Boston, MA, USA in the framework of their international research internship - June 2009

**Education**

**Université d’Abomey- Calavi, Republic of Benin**
**Bachelor of Arts in English** – September 2010

**Université d’Abomey- Calavi**
**Two-year University degree obtained in Spanish and Latin- American civilization** – September 2011
 **High school diploma (Baccalauréat)** – June 2006

**Diploma obtained in foreign languages and literature- English, French, and Spanish**