|  |  |  |
| --- | --- | --- |
| - Meticulous translator with strong linguistic background- Translation/ Localisation- Post-editing (**SDL Certified)**- 10 year-experience in multi-cultural environments |  | **Skills*****Translation**** Working languages: **Greek** (native)**, French**(bilingual)**, English** (fluent)**, German**(fluent)
* **Translate** various types of textsinto Greek and French
* **Post-edit**, **review**, **proofread** translated documents
* **Re-Write**/ adapt documents (sites, overviews, processes, etc.)
* Fields of experience:Dental technology, tourism, marketing, websites, logistics, chemical products (technical and safety data sheets), UN &EU documents, legal, business reports, certificates, CVs

***IT Skills**** SDL Trados, MemoQ, Wordfast, Microsoft Office, Dynamics, SAP, Lotus Notes, Mac Os X Software, Webdesign

***Coordination**** Act as an **interface** between various departments, international suppliers and clients
* Manage**German speaking** key accounts
* **Analyse**non-conformitiesand **assess**performance

***Project management**** Implement**communication**and **quality** processes
* Conduct and coordinate group **presentations**
* Do **market research** (analysis, team and supplier meetings, translate technical data sheets)

  |
| **Education**2007 – 2008**Masters 2 in international trade (European and emerging markets)** – Paris XLessons:*marketing, cross-cultural communication, business strategies, financial analysis, negotiation, management, logistics*2006 – 2007**Masters 1Applied languages ininternational trade(communication – French, English, German)** – Paris XLessons:*Communication, International Trade law, translation, German, English, French*2000 – 2005**Bachelor’s Degree in Translation** – Ionian University (Corfu, Greece) |
| **Interests**Languages, cinema, reading, web, theatre classes (2 years) | **Professional experience***Since 01/2015*  **Freelance Translator***(intermittently since 2006)**04/2011 – 10/2014* **International Logistics and Business Coordinator**– Azelis, Paris(Distributor of chemical products)*02/2011 – 03/2011* **Project coordinator** – Groupe CAT,Paris (International automotive logistics)*06/2008 – 04/2010* **Customer Fulfillment Coordinator, EMEA markets** – IBM, Dublin*09/ 2007 – 12/ 2007*  **Translator/ Interpretor** – SINGER, Paris*04/2006 – 09/2006* **Translation internship** – EU Parliament, Luxembourg |
|  |