FRANCIS L. LONTEO

**Address**: 2815 12 Ave SE, CALGARY Alberta, **CANADA**

ENGLISH/FRENCH TRANSLATOR/PROOFREADER - COMMUNITY MANAGER - COPYWRITING – IT CONSULTING

*With a solid experience of more than 18 years as translator, it’s always a pleasure for me to bring up my knowledge and skills into new and exciting challenges. I dedicate myself to each task I am assigned in order to provide results that reflects quality and professionalism.*

*My core competencies relies in a complete end-end management of projects for individuals and companies. I'm always seeking opportunities to share my experience, enjoying work with you for your business and explore new areas of expertise.*

My Profiles

* Online profile: <http://i-strategis.net/about-us/francis-lonteo>
* oDesk: <https://www.odesk.com/users/~016c70c8233afbf703>
* LinkedIn: <http://www.linkedin.com/pub/francis-lonteo/66/a6a/7b2>
* TranslatorsCafe: <http://www.translatorscafe.com/cafe/member231190.htm>
* Skype ID: lonteo

Skills - Experience

**Translation/Proofreading English/French:** 18 years

**Web Project Management:** 10 years

**Community Management:** 6 years

Tools for Translation

* SDL Trados 2009-2017
* OmegaT
* Online language tools (Google Translator, Bing Translator, Reverso, Linguee)
* Microsoft Office

Languages

* **English:** Written, spoken, read; **Level:** proficient
* **French:** Written, spoken, read; **Level:** Native

Education

* **2006:** Cisco CCNA, CCNP Certifications
* **2005:** University degree in IT Management – Douala, Cameroon
* **2002:** Bachelor degree: Computer science

Portfolio

***This portfolio outlines relevant jobs already completed as freelancer***

**Translation / Reviewer for MARS TRANSLATION  
Duration:** January 2017 -  March 2021

**Category:** IT, Science, General, Hotels, Education

**Level of complexity**: High

**Volume:** more than 135000 words

**Translation / Reviewer for SYNERGIUM  
Duration:** June 2017 -  March 2020

**Category:** IT, Science, Technology, Electronics, Marketing, Legal, hotels, web content, education

**Level of complexity**: High

**Volume:** more than 12000000 words

**Translation / Reviewer for ABCYS  
Duration:** June 2018 -  April 2020

**Category:** Electronics and Home Appliance

**Level of complexity**: High

**Volume:** more than 10000000 words

**Translation / QA / SME / Soft. localization with Z-Axis company for CISCO & INGRAM MICRO  
Duration:** June 2015 -  Feb 2017

**Category:** IT, Science, Technology, Electronics, Marketing, Legal

**Level of complexity**: High

**Volume:** more than 9000000 words

**Translation / Software localization for IterTrans company on Across CAT tool** **Duration:** July 2016 to January 2017

**Category:** General, machine documentation, mechanics

**Level of complexity:** average

**Volume:** more than 500000 words

**Translation of website content, newsletters and articles for GEOMETRICA**

**Duration:** Since 2012

**Category:** Building, Industrial, architectural, Storage

**Assignment:** Translate website content and articles for one of the world leader companies manufacturer and builder of domes and space frame structures

**Level of Complexity:** high

**Volume:** more than 300000 words

**Translation / Reviewer   
Duration:** June 2014 -  April 2016

**Category:** Electronics and Home Appliance

**Level of complexity**: High

**Volume:** more than 300000 words

**Translation of Networking and Telecommunication hardware for eCommerce site**

**Duration:** [Sep](https://www.odesk.com/users/~016c70c8233afbf703) - Aug. 2014

**Assignment:** Search on internet, description of network and telecommunication hardware, based on references or pictures, and translate them into French, with full product specifications

**Level of complexity:** medium

**Number of words:** 50000 words

**Client**: <http://hbcom3000.com>, France

**English to French Translation for an iPad App**

**Duration:** 1 week - Aug 2013

**Category**: Education

**Assignment**: Translate strings for an iPad app recently developed

**Level of complexity:** Medium

**Number of words:** 4500 words

**Client:** Individual, USA

**Legal project translation**

**Duration**: 5 days - Sept. 2014

**Category:** Legal

**Level of Complexity:** High

**Number of words:** 18450 words

**Part of Service Advisor Translation**

**Duration:** 3 days – Sept. 2014

**Category:** Automotive

**Assignment:** Translate with Trados a document for part of Service advisor training

**Level of complexity:** medium

**Number of words:** 65530 words

**Translation of user manual for DLink ADSL routers**

**Duration:** June 2007

**Assignment:** Translate user manuals for routers, the client did not find the French version of user manuals online and wanted them to be translated into French

**Level of complexity:** medium

**Number of words:** 20000 words

**Client:** a translation agency, France

**Translation of CCNA and CCNP certification courses and exercises**

**Duration:** [Feb](https://www.odesk.com/users/~016c70c8233afbf703) - Oct. 2004

**Level of complexity:** medium

**Number of words:** more than1000000 words

**Client:** a University, Cameroon