

CONTACT

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PROFILE SUMMARY

Experienced and results-driven Translator with a proven track record in accurate and cultural sensitive translation. Proficient in translating a wide range of content types including legal documents, technical manuals, marketing materials, and literary works. Skilled in maintaining the style, tone, and cultural context of the original texts, ensuring seamless and compelling communication in both Icelandic and English.

SKILLS

- Language Proficiency
- Translation Expertise:
- Technology Proficiency:
- Teamwork
- Time Management
- Research Skills
- **Effective Communication**
- Confidentiality

EDUCATION

UNIVERSITY OF AKUREYRI **Bachelor of Linguistics** 2010-2014

Master in Translation and Interpretation 2014-2016

WORK EXPERIENCE

Ubiqus

2017-2019

Translator & Proofreader

- · Translated a wide range of documents including legal contracts, technical manuals, marketing materials, and many more from English to Icelandic and vice versa, ensuring accuracy and cultural relevance.
- Proofread and edited translations to maintain consistency in style, tone, and terminology.
- Collaborated closely with clients to understand project requirements and deliver customized translations that meet their needs.
- Researched industry-specific terminology and concepts to ensure accurate translations.
- Managed multiple projects simultaneously, consistently meeting deadlines and maintaining high-quality standards.
- Utilized CAT tools (Computer-Assisted Translation) to enhance productivity and consistency in translations.
- Provided linguistic expertise and cultural insights to enhance the overall quality of translated materials.
- Ensured confidentiality and handled sensitive information with professionalism and discretion.

LANGUAGES

· English: Advanced Icelandic: Native

Welocalize 2019 - 2020

Financial Translation Consultant

• Translated financial documents such as annual reports, financial statements, prospectuses, and investment reports from source languages English to target languages Icelandic, ensuring accuracy and compliance with industry standards.

- Provided linguistic and financial expertise to ensure precise translation of complex financial terms and concepts.
- Collaborated with financial institutions, investment firms, and corporate clients to understand their specific translation needs and deliver tailored solutions.
- Conducted thorough research on financial regulations, market trends, and terminology to maintain up-to-date knowledge and accuracy in translations.
- Reviewed and proofread translations to ensure consistency in style, tone, and terminology.
- Utilized CAT tools and financial glossaries to enhance productivity and maintain consistency across translations.
- Managed translation projects from initiation to completion, adhering to deadlines and quality standards.
- Maintained confidentiality and handled sensitive financial information with discretion and professionalism.

BIG Language 2020-2022

Translator Editor

- Meticulously edited and refined translations across diverse content types including legal documents, technical manuals, marketing materials, and literary works to ensure linguistic accuracy, coherence, and cultural appropriateness.
- Translated and polished content from English to Icelandic and vice versa, maintaining fidelity to the original meaning while enhancing readability and flow.
- Collaborated closely with translators to provide feedback, guidance, and support to optimize quality and consistency in translations.
- Implemented rigorous quality control measures to uphold the highest standards of language proficiency, grammar, and style.
- Leveraged CAT tools and specialized software to streamline workflow and enhance productivity without compromising on quality.
- Managed translation projects from inception to completion, meeting tight deadlines and exceeding client expectations.
- Cultivated strong client relationships through proactive communication, responsiveness, and a commitment to delivering superior results.
- Stayed abreast of industry trends, linguistic developments, and cultural nuances to continuously improve translation and editing services.

BIG Language 2022-2023

E - Learning Translator Localization Specialist

- Spearheaded the localization and translation of e-learning content, meticulously adapting instructional
 materials, courses, and multimedia resources from English into Icelandic, ensuring cultural resonance
 and linguistic fidelity.
- Applied advanced proficiency in both languages to curate a seamless educational experience, maintaining pedagogical integrity and enhancing learner engagement.
- Collaborated closely with instructional designers, subject matter experts, and multimedia specialists to harmonize text, audio, video, and interactive elements into cohesive, culturally relevant learning modules.
- Leveraged cutting-edge translation tools and localization technologies to optimize workflow efficiency and ensure consistency across multiple e-learning platforms and formats.
- Facilitated comprehensive quality assurance processes, conducting meticulous reviews and revisions to uphold impeccable standards of accuracy, clarity, and instructional efficacy.
- Championed the integration of innovative e-learning trends, adaptive learning techniques, and interactive features to enrich learner experiences and achieve learning outcomes.
- Cultivated strong partnerships with global educational institutions and corporate clients, delivering tailored localization solutions that align with diverse learner demographics and educational objectives.
- Maintained a keen awareness of industry best practices, emerging trends in educational technology, and advancements in language localization to drive continuous improvement and innovation in e-learning translation services.