



## Curriculum Vitae



### PERSONAL DETAILS

Surname : Reinders  
Name: : Reon  
Gender : Male  
Date of Birth : 24-12-1974  
Place of Birth : Tegelen  
the Netherlands  
Nationality : Dutch  
Marital Status : Married



### CONTACT DETAILS



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Czech Republic



linkedin.com/in/reonreinders



### WORK EXPERIENCE - FREELANCER

June 2012 - Present

#### ● FREELANCE TRANSLATOR & OTHER FREELANCE ROLES

##### ● TRANSLATION ENGLISH TO DUTCH (in total 1 million+ words)

- Administrative (10.000+ words)
- Automotive (50.000+ words)
- Commercial (50.000+ words)
- Culture & History (15.000+ words)
- Gaming, apps, software (250.000+ words)
- General subjects (75.000+ words)
- Financial (25.000+ words)
- IT (150.000+ words)
- Marketing (20.000+ words)
- Science (30.000 words+)
- Tourism (45.000 words+)
- Website translations various (500.000+ words)

#### OTHER ROLES

- Localization tester (English to Dutch)
- Post-editing
- Proofreading
- Test lead L10n/i18n Localization
- Transcription
- Various employers (providing administrative support, sales agent)
- Website content management
- Website tester

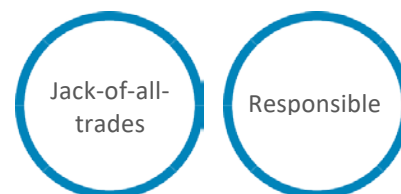


### WHY ME?

Committed, diligent and someone you can rely on. Serious but can also take a step back and relativise. Easy-going and honest.



### COMPETENCES & SKILLS



Communicative  
Stress resilient  
Motivated  
Flexible  
Accurate  
Team player  
Motivated  
Outgoing  
Hands on Mentality  
Accurate  
Organised  
Multitasker  
Independent  
Result Oriented  
Integrity  
Action Planning  
Eager to Learn  
Versatile



### LANGUAGES

Dutch ● ● ● ● ●  
English ● ● ● ● ●  
German ● ● ● ● ●  
French ●

May 2015 – Present

● **TRANSLATOR & CUSTOMER SERVICE REPRESENTATIVE**

Gracall is an international company based in the US, with offices in the US, Europe and Asia which specializes in providing outsourcing services, including Contact Center & Back Office Support for clients from various market sectors.

- In-house translator English/Dutch, translation of newsletters, content management website, documents, etc.
- Customer service support, telephone/email/chat (Dutch/German/English speaking clients)



**WORK EXPERIENCE - OTHER**

Jan. 2002 – June 2012

● **Overview**

- Cultural-educational project manager (Artamuse, the Netherlands)
- Head of Automation (Artamuse, the Netherlands)
- Facility Manager (Artamuse, the Netherlands)
- Office Manager (Artamuse, the Netherlands)



**IT SKILLS**

MS Word	●	●	●	●
MS Excel	●	●	●	●
MS PowerPoint	●	●	●	●
Adobe	●	●	●	●
Adobe Acrobat	●	●	●	●
SDL Trados 2021	●	●	●	●
MS Outlook	●	●	●	●
OpenOffice	●	●	●	●



**EDUCATION**

**1997-2001**

Fontys Hogeschool Sittard  
higher Professional Education  
Major: History Education &  
Culture (HBO)  
COMPLETED  
(BACHELOR DEGREE)

**1993-1996**

Higher Professional Education  
Major: Human resources (HBO)  
(NOT COMPLETED)



**HOBBIES**

Computers, gaming, reading  
books, cycling, running,  
watching sports, travelling



**REFERENCES**

On Request