

Areas of expertise:
Intellectual Property, Law, Oil &
Gas, Medical, Pharmaceuticals,
Mechanical and Electrical
Engineering, Business and
Finance

IT Skills:
Trados Studio 2015
Transit
Xbench
MemoQ
Wordfast
Microsoft Office

Technical Translator from French & German into English

ana.joldes@yahoo.com

LinkedIn Profile:

<https://uk.linkedin.com/in/ana.joldes>

Translator Profile TED Talks:

<http://www.ted.com/profiles/3917164/translator>

Ana T. Joldes

PERSONAL PROFILE

Professional Translator and Editor and with a keen interest in foreign languages and cultures, providing translation, localization and subtitling services from German, French, Spanish into English or Romanian and between English and Romanian.

PROFESSIONAL EXPERIENCE

Academic Proofreader and Editor

Writing and Editing

August 2016 – Present

Proofreading, verifying, editing and correcting of articles, essays, dissertations and theses at Bachelor's, Master's and PhD level in British or American English
Implementing corrections using the standard proofreader's marks

Reviewing text consistency, style, and layout

Working directly with a wide range of Universities based in the United Kingdom and various other organisations (University of Bath, University of Nottingham, University College London, Durham University, University of Essex, UNICEF etc.)

Areas of Expertise: Film Studies, Literature, Accounting and Finance, Modern Languages, Sociology, Psychology, Gaming

Translation Project Manager (German speaking)

translate plus

July 2016 – August 2016

Planning, scheduling and monitoring translation projects

Management, sourcing and co-ordination of translators, file engineers and desktop publishing specialists

Sourcing suitable translators and other language professionals

Proofreading and QA-checking of translations

Effective communication with clients, linguists and colleagues to ensure customer satisfaction

Freelance Technical Translator
ISTE Press, London, United Kingdom
February 2016 – Present

Translating and checking scientific publications (scientific and technical books and journals) from French into English
Adhering to project submission schedules
Conducting terminological research
Creating and updating glossaries
Formatting translations to the guidelines provided by the client
Liaising with authors and vendor management

Areas of Expertise: Engineering (Electrical and Mechanical), Technology, Materials Science and Environment

Freelance Audio and Video Transcriptionist
Knockhundred Translations Ltd, Leominster, United Kingdom
February 2016 – Present

Video transcription services in UK or US English for TV, films and documentaries, videos on websites, YouTube, Google and streaming media.
Production of verbatim transcripts where every word is recorded
Editing and proofreading final transcripts before delivery to clients
Formatting transcripts to the guidelines provided (including time codes if transcripts are used for captioning or subtitling)

In-house Translator/Translation Coordinator
Priory Translations Ltd, Colchester, United Kingdom
July 2015 – May 2016

Translating and checking texts (patents, trade marks, oppositions, appeals, judgements, scientific articles) from French, German, Spanish and Romanian into English and from English into Romanian
Carrying out any terminological research necessary to translations
Editing and proofreading texts translated into English, French or German
Correcting edited translations
Aligning documents and creating translation memories
Document formatting using ABBYY FineReader
Coordinating incoming work, assigning projects to translators,

invoicing and delivering translation orders to clients
Providing customer service in French and German
Creating and managing glossaries
Providing training to new members of staff

EDUCATION

Bachelor's Degree in Modern Languages, Distinction
Department of Language and Linguistics, University of Essex

2011 – 2015

Bachelor's Degree in English and German Philology, Distinction

Freie Universität Berlin, Berlin, Germany (Erasmus Exchange Scheme)

2013-2014

As part of the Erasmus exchange scheme, I had the opportunity to spend an entire academic year in Berlin studying German and English Philology.

LANGUAGES

Romanian – native proficiency

English – native or bilingual proficiency (C2)

German – full professional proficiency (C2)

French – professional working proficiency (B2)

Spanish – professional working proficiency (B2)

AWARDS

The John Roberts Prize for Modern Languages
Department of Language and Linguistics, Faculty of Social Sciences, University of Essex

June 2015

The John Roberts Prize is awarded annually to the student with the best overall performance in Modern Languages.

Dean's List

Department of Language and Linguistics, Faculty of Social Sciences, University of Essex

July 2014 and July 2015