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## CURRICULUM VITAE



Bettina Schreibmaier-Clasen  
born 07.08.1981 in Germany  
[www.bsc-translations.at](http://www.bsc-translations.at)

## EMPLOYMENT HISTORY

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Since **08/2016** Freelance translator / bsc-translations (DE, EN, ES)

Vienna (AT)

### Fields of expertise:

#### *Technical:*

- Mechanical and plant engineering
- Glass industry
- Tools and accessories
- Chemical products
- Architecture and interior fit-out
- Marketing and catalogues
- PR and specialist articles
- Instruction manuals
- Automotive

#### *Legal:*

- Contracts / declarations
- Terms and conditions
- Legal documents

*Transcreation (into German)*



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<b>01/2016 – 06/2016</b>	<b>Team Leader Translation</b> <b>Fritz Egger GmbH</b> <ul style="list-style-type: none"><li>➤ Overall responsibility for company-wide translation projects and project management</li><li>➤ Maintenance of CAT tools and WorldServer</li><li>➤ Strategic development of translation and proof reading processes</li></ul>	Unterradlberg (AT)
<b>12/2010 – 12/2015</b>	<b>In-house translator and project manager</b> <b>Bohle GmbH, Marketing and Corporate Communications</b> <ul style="list-style-type: none"><li>➤ Translation of all company documents into German, English and Spanish</li><li>➤ Project management of complex multilingual projects for 10 languages</li><li>➤ Communications coordinator for international subsidiaries</li><li>➤ Translation and maintenance of company website</li><li>➤ Participation in trade shows</li><li>➤ On-site support during reorganisation of the Spanish subsidiary in Barcelona</li></ul>	Haan (D) / Vienna (AT)
<b>10/2009 – 10/2010</b>	Different freelance projects for translation, web management and project management	
<b>01/2009 – 06/2009</b>	Voluntary work for <b>SHDEPHA+</b> (NGO)	Tansania
<b>07/2007 – 11/2008</b>	<b>IBM International Service Center</b> International customer service	Madrid (ES)
<b>07/2007 – 11/2008</b>	Freelance translator for different Spanish agencies	



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## EDUCATION AND QUALIFICATIONS

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<b>09/2019</b>	<b>Vienna Legal Language Proficiency Certificate (LLP)</b> <a href="http://www.translex.at/viennaLLP/student/moreinfo/">http://www.translex.at/viennaLLP/student/moreinfo/</a>	Vienna (AT)
<b>05/2018</b>	<b>ATA certification</b> for the EN-GER language pair	
<b>10/2002-04/2007</b>	Degree in conference interpreting (Diplom-Dolmetscherin) in German, English, Spanish <b>Ruprecht-Karls-Universität</b>	Heidelberg (D)
<b>07/2004-12/2004</b>	Exchange semester (DAAD scholarship) <b>National University of Singapore</b>	Singapore
<b>10/2001 – 06/2002</b>	Diploma de Estudios Hispánicos <b>Universidad Complutense</b>	Madrid (ES)
<b>06/2001</b>	Abitur (high school graduation) <b>Megina-Gymnasium</b>	Mayen (D)

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## HONORARY OFFICE

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**Since 2019** Board member of the Austrian Translator's and Interpreter's Association  
UNIVERSITAS;  
UNIVERSITAS Secretary-General since 2021

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## ADDITIONAL SKILLS

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### LANGUAGES

**Working languages:**

**German:** native proficiency  
**English:** full professional proficiency  
**Spanish:** full professional proficiency

### IT LITERACY

CAT Tools: SDL Trados Studio 2019  
SDL MultiTerm

Office Package  
Internet Explorer  
Plunet, SDL WorldServer, Memsource

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## INTERESTS

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Travelling, language / cultural activities / literature

Yoga / swimming / hiking

Vienna, 08/31/2021

A handwritten signature in black ink, appearing to read 'Bettina Schreibmaier-Clasen'.

Bettina Schreibmaier-Clasen