Caroline BAJWEL

CBTranslation – 73 Avenue d'Esbly – 77150 Lésigny – France
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**Translation from English into French / Project Management / CAT Training
20+ yrs of experience: high quality "Ready-To-Go" translations – Certified Pro Proz member -
Author of French translation guides and terminology databases**

Education
Institut Supérieur du Marketing, Paris (1985)
Licence Lettres/Anglais (1971) - Sorbonne Paris

Misc.
Professor CAT/Project Management, Université INALCO, 2011-2015
Professor CAT/Project Management, Université de Créteil, 2010-2014
Professor Translation project management, Université de Jussieu, 2004/5
AFSer (American Field Service, Los Angeles, USA - 67-68)

Professional background

Since 2006: translation and review (main activity), multilingual project management, CAT training
1986-2006: founder/CEO translation company Assistants Record International (ARI) – Standardization/automation of business processes/ISO 9001 Certification (2003), creation of the Guide ARI de la Traduction, creation of a Style Guide for translators, distribution of Déjà Vu CAT tool/training & support (2001) – Sale of the company (2006).
1969-1986: Verbatim (marketing management), Nashua Disk Packs (administration, management of major accounts, channel training/magnetic media), IBM Europe (executive secretary), American Express (hostess), UTA (air hostess).

Main translation areas

Information Technology: software, hardware, telecoms, networks, data storage, security, DBMS, mobile technology…

Marketing/Advertising: press releases, marketing brochures, data sheets, articles, newsletters, e-mailing, marketing campaigns, Powerpoint presentations…

International organizations: requests for proposals, proposals, presentations, reports, official publications for internatonal organizations including Global Fund, UE, UNAIDS, WIPO, WFP, UNHRC…

Finance/Economy: financial reports, investment funds, financial results, mergers/acquisitions, market studies…

Contracts: distribution, licence, partnership, maintenance/support contracts…

Business management: business plans, strategies, operational procedures, governance/compliance, ERP (SAP…), SCM, CRM, BPM…

Vocational training: technical and sales training materials, executive reports…

e-business: web sites, e-learning, cloud computing…

Web: social networks, CMS, wikis, blogs...

CAT/QA Tools
Déjà Vu X 3 (DVX3), SDL Trados Studio 2019, APSIC XBench QA tool