

**CHARLOTTE PENARD**  
**Native English and Spanish to French Translator**

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[Proz profile](#)

[Website](#)

**PROFESSIONAL EXPERIENCES**

• **FREELANCE TRANSLATOR**

*Oct 2014 - now*

**Services offered:** Translation, proofreading and editing

**Specialized in:** European institutions / NGOs / Marketing & Business communication / Textiles / Nutrition/ Sustainable development / Culture / Tourism & Culinary

**CAT tools:** SDL Studio 2011, MemoQ 2014

**Example of recent projects:**

- > EN-FR and SP-FR: **marketing documents (textile, cosmetics, nutrition, IT, etc.)**
- > EN-FR: documents for **the European Parliament and the EESC (environment, society, migrations)**
- > EN-FR: **touristic brochure** for a cruise company
- > EN-FR and SP-FR: **business communication** documents (CVs, cover letters, PPT presentations)
- > SP-FR: **2 Spanish websites for agri-food companies**
- > EN-FR: **subtitles for a documentary** (ski expedition)
- > EN-FR: articles **2 cultural magazines**

Volunteered for “European Alternatives”, “TED talks” and “Per Mondo”.

• **TRANSLATION PROJECT MANAGER** – Trad Online (Laval, France) *2015 (8 months)*

- ✓ Managed multilingual projects for French and international clients
- ✓ Revised an translated general documents

• **PROJECT MANAGER/TRANSLATOR** – Hieroglifs (Riga, Latvia) *2014 (6 months)*

- ✓ Managed multilingual projects for international client
- ✓ Recruited translators, translated and revised a wide range of general documents

• **TRANSLATOR/PROOFREADER** – “Journal Europa” (Nantes, France) *2012 (3 months)*

- ✓ Translated and revised articles: EU-related, environment, culture, arts

**EDUCATION**

**Université Catholique de l’Ouest** – Angers, France

- ✓ Master’s degree in Translation Studies (English, Spanish, French)
- ✓ University degree in Community interpreting including a tourist guide diploma
- ✓ Bachelor’s degree in foreign Languages & Cultures

**I included in my curriculum several experiences abroad:**

- ✓ European Voluntary Service in Lahti, Finland (9 months)
- ✓ Au Pair in Algeciras, Spain (3 months)
- ✓ Erasmus semester in Charles University in Prague, the Czech Republic (4 months)
- ✓ Internship in Riga, Latvia, as a Project Manager/Translator (6 months)