

Lisette Martineau B.A. B.Ed. Principal's Papers  
**Certificate in Professional Translation, University of Toronto**

French Canadian, Freelance Translator and Voice-Over Artist  
Owner of: Translations Paris Traductions since 2007

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Telephone: 1-519-753-2490 Fax: 1-519-753-9332

Source language to target language:

English to French

French to English

Hardware, software and translation tools availability

Printer, PC, Scanner, Fax, Acrobat 9, SDL Trados 2021,

Microsoft Word,

Word Perfect, Star Office, Adobe, Infix PDF Editor.

Areas of specialization

Instruction Manuals, Installation Manuals, Education

Retail Product description, Product description, etc.

WHMIS Sheets

Workforce Planning Boards/Immigration

Computer Strings (Insurance, Uniform co., etc.)

Manuals for software packages, **e-courses**, IT,

Energy Efficiency/Evaluations/Capital Plans

Alternate Power Production general,

Insurance, Marketing for Plumbing,

Healthcare general,

Security, safety for workers, manufacturing, information technology,

documentary videos/CD; Arts, drama/theatre, media, visual arts,

### **Recent Translations and Review**

Instruction and Installation Manuals

-Dentistry, new product; denturists' documents

-Women's World Banking Network (Tanzania, Nigeria) (internal correspondence, reports)

-User Manual for software Falcon, Viasonix for peripheral vascular examinations.

-Workforce studies in Business requirements for local businesses including immigration workforce's skills and their benefits to communities

-Statistical provincial reports for local workforce and surrounding area

-Capital Plans, PowerPoint presentations on Energy Efficiency for municipal buildings

-Plumbing manuals, catalogs

-Environmentally friendly products (description of ingredients)

-Annual Reports and Conference materials

-Reviewing Endorsements/Software Manuals & Localisation for Insurance Industry

-Software Manual for Surveillance Cameras, Federal Government

-Provincial examination for Private Investigators

-Documentation for Symposium Pro-Bono lawyers

-Career Healthcare Guide, Grand Erie Training and Adjustment Board

-Canadian Manual for Software – Telecommunications/listlogix,

-Translation of e-courses for Insurance Adjusters, Crawford

-Request for Information from Hydro Québec from French to English

Envision's responses from English to French

Technical language & proof reading.

"December 6th: Canada's National Day of Action & Remembrance on Violence Against Women", CD/Video, text-heavy slideshow.

### Educational background

University of Toronto 2007 Certificate in Professional Translation

University of Toronto 1976 Bachelor of Education

University of Toronto 1975 Bachelor of Arts

University of Ottawa 1970 Certificate in Theatre

Other: Specialists in French, Dramatic Arts and Media

Enough university courses to equal a Masters' Degree in order to obtain Principal qualifications.

-24 credits in Police Studies at Seneca College,

-Certificate, Paralegal Training Program, Ontario, 1997.

-3 Insurance courses with Insurance Institute Ontario,

### Current Associations

Member of the Chamber of Commerce Brantford, Brant

Master Member Translator's Café

Brant Women's Networking Group

Ontario College of Teachers (past member)

OSSTF

Other work experience

**Translations Paris Traductions, since 2007, Owner/Operator/Freelance Translator and Voice-Over Artist**

**Instructor, Nipissing University, Faculty of Education, Summer 2006, Part 2 of the FSL (French Second Language) Specialist Programme**

**Principal at Wabaseemoong School, Whitedog, Ontario**

**Principal, Canada Shandong Donghai School, China**

**Toronto District School Board, Head of Department, Teacher**

Additional information

**Received awards as an Auxiliary Police Officer, 1996-1999;**

**Achieved rank of Auxiliary Staff Sergeant. Other Volunteer Positions:**

**Probation & Parole Officer with Ministry of Community and Correctional Service, Guelph & Brantford, Ontario**