

PAULA SCHÄFER | CURRICULUM VITAE

+ 972 58 7051808
schaefer.paulaluisse@gmail.com
Tel Aviv – Israel

EDUCATION

Master of Arts (with Honors) International Relations 2019 - 2020

Final Grade: 8.2 – Israeli equivalent: 87
Leiden University, Netherlands

Bachelor of Arts International Relations & English Studies 2014 - 2018

Final Grade: 1.6 – Israeli equivalent: 89
University of Erfurt, Germany
Courses included: Translation German-English, Linguistics.

PROFESSIONAL EXPERIENCE

Freelance Translator since 2015

Self-employed, Cologne & Tel Aviv

- Translation: German/English translation of speeches, forewords and website materials for United Grand Lodges of Germany & others.

Research Assistant 01 - 06/2019

Israel Public Policy Institute, Tel Aviv

- Translation: Translated funding applications and PR material of the Institute from English to German.
- Editing: Edited research papers by research fellows in English.
- Project management: Conceptualized and organized research exchange programs with Israeli and German researchers.

Project Assistant 05 - 10/2018

Germanwatch e.V., Berlin

- Research & writing: Analyzed development banks' CO2-emissions accounting data for research paper on Climate Finance.
- Translation: Provided whispered translation German to English for representatives of European Commission in Climate Finance workshop.

Internship 01 - 04/2018

Friedrich Ebert Foundation, Herzeliya

- Research & writing: Wrote reports on Israeli history, domestic & foreign policy developments and Israeli-Palestinian relations.
- Project management: Organized workshops & delegation visits of foreign politicians.

Internship 10 - 12/2017

Germanwatch e.V., Berlin

- Translation: Translated informational material on ongoing climate litigation case.
- Research & editing: Contributed to several studies on climate risks.

Teaching Assistant 04/2015 - 02/2016

Faculty of Philosophy, University of Erfurt

- Teaching: Prepared course materials and taught seminar lessons on British Literature and History for Prof. Kai Merten.

FURTHER QUALIFICATIONS

Languages

German	Native proficiency
English	Native proficiency
Hebrew	Limited working proficiency
French	Limited working proficiency

IT

MS Office Very good user expertise

Professional Skills

Exceptional analytical skills
Strong writer & editor
Excellent communicator
Strong project management skills

Qualities

Time management
Diligence & professionalism
Fast learning
Creativity
Friendliness

Interpersonal Skills

Teamwork & cooperation
Respect for others
Intercultural communication

Tel Aviv, October 26 2021

