

# PROFILE



## Tanja Kriele

Degree in Translation (Diplom)  
Technical Writer

<b>Services</b>	Professional translations EN, ES -> DE Proofreading, Editing Terminology Management Creating and writing online help und technical documentation Project management
<b>Languages</b>	English, Spanish, German (native speaker)
<b>Subject Areas</b>	<b>IT</b> (business software, hardware), <b>clinical studies, life science / biotechnology</b> (genetics and gene research, vaccines, virology, in-vitro diagnostics, bio-analysis), <b>medicine</b> (medical devices, health care, immunology, endocrinology, diabetology), <b>veterinary</b> translations, <b>agricultural</b> translations (precision agriculture, animal husbandry)
<b>Special Skills</b>	HTML, XML, FrameMaker 12, InDesign and Illustrator CS6, Passolo; stays abroad: 1 year Mexico, ½ year UK; 4 semesters of physics at Heidelberg University before switching to translation and linguistics, 22 years of experience in the translation and localization industry; member of a rescue dog team of the St. John Ambulance Brigade, an activity that included medical training (general and emergency medicine), TCM specialist for animals (meridian diagnostics), training as a holistic animal health practitioner
<b>Capacity</b>	Translation: depending on the source text about 2000 words/day, software about 1000-1500 words/day Editing: about 4000 words/day
<b>Translation Tools</b>	Trados Studio 2019 Passolo MemoQ 9
<b>Computer Equipment</b>	Desktop + Laptop with Windows 11. MS Office 365, Adobe FrameMaker 12.0, Acrobat X Pro, InDesign, Photoshop, Illustrator CS6
<b>Memberships</b>	Member of tekomp (Deutscher Fachverband für Technische Kommunikation und Informationsentwicklung = German Association for technical communication and information management) Member of BDÜ (Bundesverband der Dolmetscher und Übersetzer) Member of DTT (Deutscher Terminologietag)

<b>Customers</b>	Trimble Agriculture, Suzuki Marine Division Europe, SAP, Oracle, Dräger Safety AG & Co. KGaA, Flexera Software, Imperialcrs, Smartspokes GmbH, Plan Deutschland, Dorling Kindersley, Zeitgeist, Helmholtz Centre for Infection Research, medica-vet, and others.
<b>Selected Projects</b>	<p><b>Dräger Safety, Lübeck</b> Writing technical documentation for breath alcohol analysers, protective suits, and rebreathers</p> <p><b>Millipore Corporation, USA</b> Translation of the user manual for the sterilizing filter unit Millex-GP from English into German</p> <p><b>Dorling Kindersley</b> Translation of a medical advice book on diabetes from English into German</p> <p><b>Dade Behring, now part of Siemens Healthcare Diagnostics</b> Translation of the user manual for Dimension RxL, an integrated system for chemical analysis</p> <p><b>Horiba Medical</b> Translation of user Manual and Daily Guide for clinical analyser Pentra C400</p> <p><b>Suzuki Marine Europe</b> Translation of various service and installation manuals as well as parts and product catalogues</p> <p><b>Trimble Agriculture</b> Translation of (precision agriculture) display software, various online help texts and manuals, brochures, and website texts</p> <p><b>Baker&amp;Harrison</b> Translation of various speeches at the Lindau Nobel Laureate Meetings</p>
<b>Additional Professional Training</b>	<p><b>BDÜ, Tekom</b> Various seminars in relation to Terminology Management, Controlled Language, Content Management Systems, Single Source Publishing, Technical Writing, Medical Translation</p> <p><b>Miscellaneous</b> Training and work as a first-aid assistant at the St. John Ambulance Brigade, various trainings in medicine, life-sciences, biology, renewable energies</p> <p><b>August 2009 to June 2010</b> Professional training in technical documentation with focus on Structuring, Standardising, and Single Source Publishing, Terminology Management, translation-oriented authoring, Comprehensibility &amp; Readability</p>

<b>Personal Information</b>	<p><b>2019 – 2021</b> training as a holistic animal health practitioner</p> <p><b>2018 – January to October</b> Training as a TCM specialist</p> <p><b>September 2009</b> Founding of X-DOC – an agency for multilingual localization and translation projects as well as technical writing</p> <p><b>Since July 2009</b> Full-time freelance translator for English and Spanish</p> <p><b>August 2009 – December 2010</b> Further training as a technical writer at Dräger Safety AG &amp; Co KGaA</p> <p><b>1997 – June 2009</b> Senior Localization Linguist (EN &lt;&gt; DE) at Infor Global Solutions GmbH (formerly Baan), a vendor of ERP systems and business software</p> <p><b>1999 – June 2009</b> Part-time freelance translator for English and Spanish</p> <p><b>1990 – 1996</b> Study of translation and interpreting at Heidelberg University specializing in the fields of biology/genetics and agriculture, degree in translation for English and Spanish in Spring 1996</p> <p><b>1988 – 1990</b> Study of physics at Heidelberg University</p>
<b>Contact</b>	<p>Tanja Kriele – Heidberg 28 – 31638 Stöckse/Wenden - Germany  Tel: +49 (0)5026 900 87 89  Cell phone: + 49 (0)170 810 92 36  Fax: +49 (0)5026 900 87 88  tanja.kriele@x-doc.eu  www.x-doc.eu</p>