Sylvie Cubizolles
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Translator-proofreader, linguist, transcriptionist
voice over, localization

Fields of expertise:

!general
-life sciences: medical and pharmaceutical field (reviews, articles, health questionnaires (PRO and CRO), Informed Consent Form, Patient Information Sheet, medical report…)
-literature and linguistics
-legal (contracts…) and finance (business...)
-marketing and e-commerce (strings...)
-technical: IT (User manual, software...)

EDUCATION

2005: Master's degree in languages and literature at University Lyon 3 Jean Moulin in Lyon (69)

2002-2004: Bachelor's degree in languages and literature at University Lyon 3 Jean Moulin in Lyon (69)

2001: Baccalauréat in literature with merit, secondary school Parc Chabrières in Oullins (69)

LANGUAGES

French: mother tongue

English: bilingual

German: basic knowledge

PROFESSIONAL EXPERIENCE

2008 until today: freelance translator (Transcom, Kala Translations, Lionbridge, Abbyy Language services, Alain Alameddine, Raffles Translations, Wordflow, Cosmic Global, KL Translations, Expert Trans, Translated, Language Scientific, Viax, Synergium…), proofreader, reviewer, rewriter and transcriptionist, voice over + voice recording and localization

2010 until december 2015: Information Resources specialist in the medical and scientific translation field - bilingual in English – MAPI Group : MAPI Research Trust – Lyon 3 (non-profit organization facilitating access to information in the fields of Patient-Centered Outcomes, promoting the use of scientific approaches in these fields and encouraging exchanges between academics, pharmaceutical companies, and international organizations around the world)

- Project management: information and bibliographical search (management of the budget and administration: quote, creation of invoices and follow-up, handling of expenses) for worldwide

pharmaceuticals and commercial companies: review, analysis et synthesis of scientific publications, redaction of reports; contracts management

♦ Dealing with translations
♦ Client contact
♦ Providing of translation certificates, available translated versions and methodology to translate, scoring manuals, licensing process, PRO concepts, copyright for measures, for clients (pharmaceutical industry, health authorities, academics)

2009-2010: Project assistant in the medical and scientific translation field– MAPI Group : MAPI Research Trust (non-profit organization facilitating access to information in the fields of Patient-Centered Outcomes, promoting the use of scientific approaches in these fields and encouraging exchanges between academics, pharmaceutical companies, and international organizations around the world) – Lyon 3

♦ Dealing with translations
♦ Client contact
♦ Administrative management
♦ Support of the project managers
♦ Ranking and archiving

2008-2009: Bilingual assistant for linguistic validation project in the medical and scientific translation field – MAPI Group: MAPI Institute (Linguistic Validation specialist team with a unique technology and know-how in cross-cultural adaptation) - Lyon 3è

♦ Linguistic validation projects: (coordination and follow-up : planning, billing, redaction of reports)
♦ Comparison of translations, reading
♦ Support of the project managers
♦ Archiving, writing of letters, ranking

2007: Translator of web pages in English (mission) for a webmarketing agency (Adgensite) in Lyon (69)

OTHER EXPERIENCES

2007: Bilingual secretary at Thelem in Tassin-la-Demi-Lune (69)

2005-2006: English teacher, and English trainer in 2014-2015 (Efficience, Complétude)
♦ Secondary school Descartes in Saint-Genis-Laval (69)
♦ Acadomia

SOFTWARES

Microsoft Office, Adobe Acrobat, Salesforce, SDL Multiterm Trados 2014, Memsource,

MateCat, Across, other specific translation softwares (XTM, MemoQ, SmartCat…), Sage.

Databases: Dialog and Ovid, Datastar, Pubmed, Medline, Embase, Reference Manager.

ACADEMIC WORK

Lord Byron. Master's degree report. Lyon, 2005