

Virginie GOURON

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Technical translations Reviewing

PROFESSIONAL EXPERIENCE

Since 2013

Freelance technical translator - English and Spanish into French
Translations in different fields, mostly in:

- Health/Pharmaceuticals (clinical trials, leaflets, summary of product characteristics...),
- Medical devices,
- Nuclear industry and energy generation,
- Environment,
- Industrial Safety,
- Corporate Communication,
- Micro-electronics,
- IT
- Aeronautics,
- ...

2003-2012

Technical translation from English and Spanish into French at
Provence Traduction, Marseille (France)

- Translations related to the following areas of specialization:
 - Technical (nuclear engineering, electronics and microelectronics, optics, instrumentation, mechanical, medical, IT ...)
 - Regulatory
 - Legal (civil status, contracts, regulations)
 - Editorial (press releases, presentations, leaflets)
- Project management: *translator team coordination, terminology management and consistency*
- Terminology: *follow up of client-specific terminology, online terminology tool management*
- Outsourcing: *recruitment of freelance translators for the project and terminology follow-up*
- Layout: *InDesign, Quark Xpress, conversion of PDF docs to Word with layout as original*

2002-2003

Project manager – in charge of legal translation department at
TECTRAD, Colombes (France)

- Management of client relations: quotes, deadlines, specifications
- Outsourcing translator/reviewer team
- Coordination of work from order to delivery

2001-2002

Bilingual technical assistant - DOW worksite for CAMOM,
Shell Chimie site – Berre l'Etang (France)

- Translation of mails, quotes and other technical documents (specializing in pipes)
- Written and oral communications with the English speaking customer
- Document management

1998

Probation officer – Prince William County, Virginia (USA)

- Translations from English into Spanish of administrative documents
- Follow-up interviews with adults and teenagers mainly in English, and in Spanish

EDUCATION

2001

DESS Langues et Techniques, French equivalent of graduate degree in translation from English/Spanish into French - Rennes University (France):

- *Technical translation and terminology*
- *Technical writing*
- *Project manager: creation of an English/French technical dictionary (~30,000 terms)*

1999

MAITRISE L.E.A, French equivalent of masters degree in specialized translation -Aix-en-Provence University (France):

- *Translation*
- *Business management – marketing – accounting*
- *International and European law, international trade*

1995

Graduated in Sciences - Aix-en-Provence high-school

INTERNSHIPS

2001

LUCYOL, Brignoles – Translator

- *IT translations*
- *Linguistic and technical reviewing*
- *Project management*

2000

STUDEC, Vitrolles – Terminologist and translator

- *English-French translations of technical documents*
- *French-English translation of installation/removal of helicopter parts*

1999-2000

Liaison interpreter for European and agricultural meetings in Rennes and Loudéac

- *Acquisition of European organizations' terminology*
- *Acquisition of agricultural and breeding terminology*

IT and SOFTWARE

Software:

MS Office 2010 (Word, Excel, Access, PowerPoint);
InDesign, QuarkXpress, Visio, FrameMaker,

CAT Tools:

SDL Trados Studio 2019, Passolo

MISCELLANEOUS

Abroad:

Au pair in Spain
Several trips to the United States

Leisure:

Violin (amateur and professional orchestras), Swimming