

Laetitia DESANGLES – COURTIN KERLO

6 avenue des Bengalais
97460 Saint Paul
France

+262 693 84 36 65

laetitia.desangles@gmail.com

Skype : laetinoumea

LinkedIn : <https://www.linkedin.com/in/laetitia-desangles-5ba05a40>

ProZ : <http://www.proz.com/profile/597496>

CAT tools : GlobalLink, MemoQweb, Memsources, Trados, Smartling

Translator & Proofreader English & German to French (mother tongue)

FIELDS

- Technical : manual, industrial process
- Automotive : patent abstracts
- Marketing : business communication (report, leaflet, mail, magazine, terms & conditions)
- IT
- Legal : contract (HR, real estate), CV, degree, certificate
- Sub-titling

PROFESSIONAL EXPERIENCE

Since 2009

Freelance Translator & Proofreader

- Translation, MTPE and Proofreading in collaboration with several agencies and International Organisations
- Volunteer for Translators without Border

November 2018

May 2020

Freelance Translator - WIPO (World Intellectual Property Organization) – New York (USA)

- Translation of patent abstracts in automotive, engineering, technical

March 2012

October 2013

HR assistant in English and German – MAN Diesel & Turbo – Le Port (Reunion island)

- Translation of administrative and contractual documents (CV, degrees, work contract, certificates)
- Following of expats (employees declaration to the Working administration, Visa files)

January 2010

March 2012

Administrative assistant in English – HATCH NC for Koniambo Nickel project – Noumea (New Caledonia)

- Translation of administrative and contractual documents
- Glossary development

June 2008

December 2009

Executive assistant in English – Vale Inco New Caledonia for Goro Nickel project – Noumea (New Caledonia)

- Translator and reviewer (report, technical leaflet, mail)
- Personnel management in the purchase department (vacation, illness, training)
- Organization of the professional travel abroad (flight, hotel)

February 1999
November 2001

Export Commercial assistant in English and German – Ets Bernard SIGUIER – Castres (France)

- Translator and reviewer of business and contractual documents (magazine, product description, contract)
- Simultaneous interpreter
- In charge of the national and international customers
- Booking and invoice management

TRAINING

1998 Master degree in Translation École Supérieure de Cadres Traducteurs Interprètes – Université Le Mirail – Toulouse (France)

1997 Year of study in Kölner Fachhochschule (Germany)

1995 Degree after 2 years in Applied Foreign Languages (English and German) – Université Le Mirail – Toulouse (France)

HOBBIES

Film figuration, reading (French or foreign languages), philately
Fitness, dance