

## Education

September 2007 – now [Master degree expected start 2010]	<b>VU University Amsterdam</b> French literature, Master
September 2002 – January 2003	<b>Liège University, Faculté de Philosophie et Lettres</b> Information and Communication, second year
January 2001 – June 2001	<b>Marc Bloch University, Strasbourg</b> Erasmus at the Institut de Traducteurs, d'Interprètes et de Relations Internationales (ITIRI)
September 1998 – June 2002	<b>Translation Academy Maastricht</b> French/English/Law
August 1993 – June 1998	<b>Elzendaalcollege, Boxmeer</b> HAVO

## Language Skills

Dutch	native speaker
French	excellent passive and active knowledge (near native)
English	excellent passive and active knowledge (near native)
German	good passive and active knowledge

## Relevant Work Experience

July 2009 - now	<b>Taalbureau Bindels</b> <ul style="list-style-type: none"><li>• Copywriting</li><li>• Translations</li><li>• Language Courses</li><li>• Administration</li></ul>
September 2006 - now	<b>Copywriter and translator, TOPdesk, Delft</b> <ul style="list-style-type: none"><li>• Final editing of internal news magazine</li><li>• Writing articles for TOPdesk Magazine</li><li>• Writing and revising supporting documentation, such as manuals and brochures</li><li>• Translations French-Dutch and Dutch-French</li><li>• Reorganization of the technical documentation</li></ul>
September 2004 - July 2006	<b>Lecteur, Département d'Etudes Néerlandaises, Université Marc Bloch, Strasbourg</b> <ul style="list-style-type: none"><li>• Dutch language courses</li><li>• Organization of study trips and meetings</li><li>• Development of online course material</li><li>• Maintaining the website</li><li>• Helping in setting up the master CAWEB</li><li>• Translation courses at the translation institute ITIRI (Master)</li><li>• Dutch courses at SPIRAL (academic language centre)</li><li>• Translations for several academic institutes</li></ul>

February 2003 – June 2004

**Technical Support Agent, HP Services, Dublin**

- Phone support in Dutch, French and English
  - Main specializations: MS Office 97 / 2000, MS Exchange, Remote Access (RAS), Active Directory, Hardware troubleshooting
- Technical translations Dutch - English/French and English/French - Dutch

July 2002 - now

**Freelance translations**

- Taalbureau Lingua et Litterae (Dutch)
- Jade (France)
- Eurotranslate (Ireland)
- Several projects for the private sector

**Software Experience**

Typing diploma, extended experience with Office, Windows 95/98/2000/XP, HTML knowledge, Adobe FrameMaker, InDesign, Photoshop, Déjà Vu

**Other**

Driving licence

Type B

October 2007

Swearing in as a translator Dutch, French and English

August 2002

Voluntary work in Cutrofiano (Italy) for environmental organization Legambiente

January 2002 – June 2002

Chairman of the Student Council of the Translation Academy