

Curriculum vitae

Name Simona Klodnisch English/German – Romanian translator	
Nationality	Romanian
Education and training 1985 – 1990	The Faculty of Industrial Chemistry of the Bucharest Polytechnic Institute, with a degree in chemical engineering
Personal skills and competences	
Mother tongue	Romanian
Qualifications obtained	
Ministry of Culture certificate	<ul style="list-style-type: none">• English - Marketing• German – Industry & Technique
Computer skills and competences	Microsoft Office package, SDL Trados Studio 2011 (2007), Wordfast, Translation Workspace, AcrossTrados
Work experience	
Period <ul style="list-style-type: none">• January 2006 – current date Employer	National News Agency AGERPRES (Foreign News Desk)
Job title	Translator
Responsibilities	Feeding the English-language news flow with political, economic and social information; editor of the agency's Economic Highlights weekly
Period	

<ul style="list-style-type: none"> • July 2006 – current date 	<p>Freelance translator</p>
<p>Job title</p>	<p>Translation and reverse translation from/into English or German of various technical and legal documents, such as operating instructions for gear grinding machines, lifting devices, solar energy systems, medical imaging devices, heating unit operating manuals or batching plant process descriptions, financial and accounting documents</p>
<p>Responsibilities</p>	
<p>Period</p>	
<ul style="list-style-type: none"> • March 2002 – December 2008 	
<p>Employer</p>	<p>News Agency ACT Media</p>
<p>Job title</p>	<p>Translator/editor</p>
<p>Responsibilities</p>	<p>Translation into English of political and economic news bulletins; editing an English-language financial-banking newsletter</p>
<p>Period</p>	
<ul style="list-style-type: none"> • January 2001 – February 2002 	
<p>Employer</p>	<p>British-Romanian contractor MIVAN-KIER Romania SRL</p>
<p>Job title</p>	<p>Translator</p>
<p>Responsibilities</p>	<p>Translating correspondence, legal and technical documentation from/into English, acting as interpreter during staff meetings, testing the job applicants' English language skills</p>
<p>Period</p>	
<ul style="list-style-type: none"> • June 1994 – January 2002 	

Employer	ARPRESS news agency (acting under the umbrella of the “R” Press Group)
Job title	Freelance translator
Responsibilities	Covering both political and economic news bulletins, editing an English-language financial-banking newsletter
Period	
<ul style="list-style-type: none"> • April 1992 – December 1999 	
Employer	Resource Centre for Constructions, Architecture and Territory Planning – CDCAS
Job title	Editor/documentation officer
Responsibilities	Translation and reverse translation from/into English or German of technical documents related mainly to building structures and equipment, architecture, construction machinery; translation from English/German into Romanian of legal documents, as well as of EU Directives on the construction industry; editing a technical information bulletin addressed to construction specialists