

## MARTINA LEDERMANN

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# Curriculum Vitae



**Freelance translator with the language pairs English/Czech > German and the fields of expertise of technology, economy, nutrition, tourism, archaeology, history, religion since 2006**

### KEY ACCOMPLISHMENTS

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#### *Language expert and specialist in office communication*

- Language expert for the language pairs English/Czech > German:  
Fields of expertise: technology: manuals for electrical appliances, meteorological appliances, engineering, concrete technology. Economy, nutrition, tourism, archaeology, history, religion
- Successful vocational training as a specialist in office communication in the Regional Council Darmstadt – Occupational Safety and Environment Department (Regierungspräsidium Darmstadt – Abteilung für Arbeitssicherheit und Umweltschutz).
- Nutritionist, OTL-Akademie, Berlin (Certificate)
- Good CAT tools skills in Wordfast Classic, Trados Studio 2017, I am also interested in working with MemoQ, if you provide a license.

### EXPERIENCE

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#### *Co-worker in the telephone-service-center, American Express Services Europe Limited, Frankfurt am Main, 1999-2001*

- Responsible for customer service, activation of credit cards, and sale of bonus programs.
- Active usage of American English.

#### *Member of the Community Advisory Board in the district Frankfurt (Main), Nordend, 1989-1992*

- Responsible for the environment and nature fields.
- Charged with making decisions regarding the urban development.

#### *Voluntary Social Year, Johanna Kirchner Nursing Homes (Johanna-Kirchner-Altenhilfezentrum), 1986-1987*

- Elderly care, nursing, and catering for needy, elderly people.

*Associate of the credit card authorization service, Bank of America Corporation, 1985-1986*

- Responsible for the authorization of credit cards.
- Active usage of American English.

## ACADEMIC EXPERIENCE

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***Johann Wolfgang Goethe University, Field of study: Eastern European languages, 2002-2004***

- Language courses in the Czech language, Courses in Eastern European culture and literature.

***Johann Wolfgang Goethe University, Field of study: Pedagogics (diploma), 1992-1995***

- Main focus: pedagogical anthropology
- Degree: intermediate diploma

## EDUCATION

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### ***Smart.ly***

*MBA basic course (Master of Business Administration)*

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### ***Nutritionist, OTL-Akademie, Berlin (Certificate)***

Evening High School I + II, (Abendgymnasium I + II), Frankfurt (Main), 1988-1982

- General University Entrance Qualification
- Vocational training as a specialist in office communication, Regional Council Darmstadt
  - Occupational Safety and Environment Department
- (Regierungspräsidium Darmstadt
  - Abteilung für Arbeitssicherheit und Umweltschutz), 1987-1989

## REFERENCES

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Please see my website [www.preklady-cz.de](http://www.preklady-cz.de)

## LANGUAGE KNOWLEDGE

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- German            native
- English           excellent
- Czech             excellent
- Chinese           basic