

CURRICULUM VITAE

Jenni Sintonen

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Born: May 13, 1980
Finnish citizen

Profession:

Translator

Languages:

from: English, French, Spanish
to: Finnish

Specialisation:

- **Business & marketing:** reports, brochures, contracts, promotional material, websites...
- **Forestry, wood processing, paper industry and environment:** user manuals, catalogues, reports, business correspondence...
- **IT Technology and telecommunications:** user manuals, websites, localization of user interfaces...
- **General texts:** tourist guides, brochures, CVs, questionnaires...

Academic qualifications:

MA in Spanish Philology (minors in French Philology and Translation Studies),
University of Helsinki, May 2007. Master's thesis: *Estudio socioterminológico sobre la certificación forestal en Finlandia y en los países hispanohablantes.*

Additional courses:

Studies of economy and accounting at the Finnish Business School (Helsinki, Finland)
8/2003–5/2004.

Memberships of professional bodies:

SKTL (The Finnish Association of Translators and Interpreters)

Current occupation:

Independent translator

2003 to date, full-time since 05/2007

Examples of companies and translation agencies that I have provided services for during the last 12 months:

Blue-lines (www.blue-lines.net), Alfa Scandinavian Translation, (www.alfascantran.be), Praeceptor (www.praeceptor.com), Marckwort Oy (www.marckwort.fi), Priorite Oy (www.priorite.fi), Milega S.L. Barcelona (www.milegasl.com), Multidoc (www.multidoc.fi), Language Design (www.languagedesign.fi), Lahti Precision (www.lahtiprecision.fi), Indufor Oy (www.indufor.fi), Delingua Language Services (www.delingua.fi), Matiz Soluciones Lingüísticas (www.matizgroup.com), Technicis (www.technicis.fr), Zona Sur (www.zonasur.fi).

Employment record:

8/2006–12/2006 (4 months) *Trainee*, Accueil international services (secretarial work, translation of administrative and other documents). Saint-Germain-en-Laye, France.

Accueil international services places aupairs in French families. It has existed since 1981 and is a founding member of the IAPA (International Au Pair Association).

10/2003–11/2005, 7/2006 (25 months) *Part-time secretary*, Savcor Indufor Oy (secretarial work, translation and correction of texts related to forestry). Helsinki, Finland.

Savcor Indufor oy provides forest consulting and advisory services for clients in Finland and worldwide. The main office is placed in Helsinki.

5/2002–6/2003 (13 months) *Part-time secretary*, HYY Group (secretarial work).
Helsinki, Finland.

The HYY Group is a multibusiness corporate group in the service sector. The HYY Group is owned by the Student Union of the University of Helsinki.

Since 2003 occasional translation work on a freelance basis (brochures, web pages, user manuals, etc.).

Experience abroad:

France: 8/2006-12/2006 (4 months) Trainee at Accueil international services

8/2001 (1 month) Studies of French language at the Summer University of Nice

Spain: 8/1999-5/2000 (9 months) Studies of Spanish language in Madrid while working as an au pair in a Spanish family

Computer skills and competences:

Full computer literacy, MS Office, SDL Trados

Other:

Fees: negotiable, depending on text type and languages

Translation samples: on request