



Melina Jeannotat

Subtitling | Voice-over | Translation | Adaptation

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ABOUT

Freelance Audiovisual Translator specialised in Subtitling and Voice-over since 2018.

English, German and Spanish into French.

Creativity. Attention to detail.
Able to meet tight deadlines, to prioritise and to work under pressure.
Proactive, solutions-oriented approach.
Satisfaction of a job well done.

IT

Windows ●●●●
Mac ●●
MS Office ●●●●

Subtitling

EZTitles ●●●●
Full license
WinCaps ●●●

CAT

SDL Studio ●●●●
MultiTrans ●●●●

IN-HOUSE EXPERIENCE

Associate Editor (French), International Oil Pollution Compensation Funds (IOPC Funds) 2013-2016 / London, UK

- Editing, proofreading, and formatting French documents, checking French publications ready for printing
- Project management, liaison with external translators
- English and Spanish to French translation (articles, correspondence, publications, etc.)
- Review and development of the terminology database

Trainee translator, Swiss Federal Department of Finance 2012-2013 / Bern, CH

- German to French translation, especially for the Federal Tax Administration (letters, agreements, reports, etc.)

Intern in the Multilingual Department, Boulevard des Productions 2011 / Strasbourg, F

- Managing multilingual productions, especially for French-German channel Arte
- Spotting, translation-adaptation, editing and proofreading for subtitling and voice-over projects

Intern in the Subtitling Department, Titra Films S.A. 2011 / Geneva, CH

- Spotting, translation-adaptation, editing and proofreading for subtitling projects

Trainee translator, Swiss Federal Chancellery 2010 / Bern, CH

- German to French translation of parliamentary proceedings

EDUCATION & CERTIFICATIONS

United Nations Language Proficiency Examination in English and Spanish 2015 / London, UK

Advanced Subtitling Workshop, University College London (UCL) 2015 / London, UK

MA Audiovisual Translation, Institut de traducteurs, d'interprètes et de relations internationales (ITI-RI), University of Strasbourg 2009-2011 / Strasbourg, F

BA Multilingual Communication, Zurich University of Applied Sciences (ZHAW) 2006-2009 / Winterthur, CH