

Amélie Roberge

1392 Principale Street
Saint-Édouard-de-Fabre, Quebec
J9V 1H7

Tel.: 819-629-7492

Email: amelie.roberge@outlook.com

PROFESSIONAL SUMMARY: I graduated from the University of Ottawa with a Bachelor in Translation. I have 16 years of professional experience in English to French translation and five years of experience in revision. I have worked at the Translation Bureau for six years, where I was supervised by highly qualified revisors during the first years; I then became a revisor myself. I have gained experience in a wide range of general and technical fields, including SIMDUT data sheets, diplomatic relations, human resources, health, administration, university research projects, speeches, and more. Meeting deadlines and ensuring client satisfaction are my priorities. I am a very positive person who works efficiently under pressure and who doesn't hesitate to do extra hours when needed. I am resourceful and I do all required terminological research. I have experience with Logiterm and SDL Trados translation memories and the Microsoft Office Suite.

SPOKEN AND WRITTEN LANGUAGES: French, English, Spanish

PROFESSIONAL CERTIFICATION: Ordre des traducteurs, terminologues, interprètes agréés du Québec (English to French)

EXPERIENCE

2015-to date	Translator-Revisor Les Traductions Amélie Roberge Saint-Édouard-de-Fabre
2014-2017	Translator-Revisor (telework) Canadian Institute for Health Information Ottawa
2010-2014	Translator (telework) Gamma Society – Ubiquis Group Ottawa
2009-2010	Translator-Language Advisor, TR-03 level Prime Minister Office of Canada Translation Bureau, PWGSC, Ottawa
2006-2009	Translator-Revisor, TR-03 level Translation Service – Department of Foreign Affairs and International Trade Canada Translation Bureau, PWGSC, Ottawa
October 2007	Assignment, Translator, TR-02 level Canadian Expeditionary Force Command Translation Service – Department of National Defense Headquarters Translation Bureau, PWGSC, Ottawa
2004-2005	Translator, coop student

Translation Services – Citizenship and Immigration Canada, and Passport Canada, Department of Foreign Affairs and International Trade Canada
Translation Bureau, PWGSC, Ottawa

EDUCATION

- 2010 **French to Spanish Translation Course**
Télé-Université de l'Université du Québec à Montréal
- 2009 **Short Undergraduate Program in Spanish**
Télé-Université de l'Université du Québec à Montréal
- 2006 **Bachelor of Arts in Translation
Coop Program**
Magna cum laude
Ottawa University, Ottawa
- 2002 **College Degree
Arts and Literature, Degree in Languages**
CEGEP Abitibi-Temiscamingue Region, Rouyn-Noranda

SOCIAL ENGAGEMENT

- 2013 – 2017 **City Counsellor**
Town of Duhamel-Ouest
- 2011-2015 **Board Member and president, CFDC**
Development Corporation of the Temiscamingue Region
- Fall 2015 **French as a Second Language Teacher**
Le Collège Boréal
New Liskeard
- Fall 2012 **Spanish Teacher, basic course**
Winter 2014 *Proyecto Cambio*
Winter 2016 Carrefour jeunesse-emploi du Témiscamingue, Ville-Marie
- June – August 2009 **Introduction to International Cooperation Stay**
Mujeres y cacao solidario
Los Naranjos, Dominican Republic
- 2002 **Spanish Language Stay in Guatemala**
Probigua, escuela de Español
CEGEP Abitibi-Temiscamingue Region, Rouyn-Noranda
- 2001 **English Language Stay in England**
Southbourne school of English
CEGEP Abitibi-Temiscamingue Region, Rouyn-Noranda