

# Jenny Håkanson, M.A.

English>Swedish Translator

Associated member of the Swedish Association of Professional Translators (SFÖ)

## Profile and Key Skills

After working as a language consultant and teacher of both English and Swedish for five years around the world I started a freelance translation business in the spring of 2006. I completed an MA in Translation Studies at the University of Manchester in September 2006.

- A self-motivated and hard working linguist with experience of working with clients in banks, media corporations, law firms and other businesses as well as in the medical sector and government ministries.
- Excellent research skills acquired through translation experience, academic studies and adapting teaching and consulting materials to the needs and fields of students and clients.
- Dedicated to maintaining high quality standards and ensuring that clients receive the service and help they need and require - always on time.
- Computer literate and competent user of Trados.

## Specialities

Education, Marketing, Tourism, History, Religion,

Translation experience of: marketing texts; advertisement; business correspondence (internal and external), instructions for use, texts on shares, options and CFDs; articles of association; terms and conditions; privacy policies; subtitling; software manuals and articles; on-line surveys; golf texts; academic, political and medical articles; social science assessment tools and articles; car manuals; theatre play; press reviews; websites; environmental texts; certificates and market research reports.

## Languages

Swedish: native  
English: fluent oral and written; 2 yrs studying and working in the USA, 1,5 yr studying and working in the UK, 4 yrs working in English speaking environments, University studies. IELTS 8.5/9  
Spanish: intermediate oral and written (not working)

## Rates and Output

EUR 0.1/source word, EUR 30/hour (proofreading)  
2000 words/day

## Software and Utilities

MS Office 2007 (Swedish version), SDL Trados 2007, URUSoft Subtitle Workshop, ADSL, CD/DVD-burner, printer

## Personal Details

Nationality:	Swedish	E-Mail:	jenny@hakanson.se
Date of Birth:	17 December 1972	Skype:	jennyhakanson
Address:	Töve 523 98 Hökerum, Sweden	Mobile:	+56 9 88356381 (temporarily in Chile)

## Translation/Language Consulting/Teaching Experience

### **Freelance Translator**

Agencies: Lingo24, TTC Creative Translation, Polartext, Talking Heads, Axis Translations, Exigo, Fasttranslator, Infinite Language Solutions  
May 2006 -

### **Supply Desk**, Manchester, UK

Supply teacher in Secondary schools, teaching all subjects.  
February 2006 – March 2007

### **OPEN Schools of Languages**, Madrid, Spain

English teacher. Teaching professionals (at banks, media corporations, law firms and other businesses, hospitals and government ministries) at different levels and skills. Curriculum and material development. End of course evaluations.  
May 2004 – August 2005

### **Self-employed Business Language Consultant**, Santiago, Chile

Teaching professionals (same as above) at different levels and skills: Evaluation, curriculum and material development, preparation for international exams, Business English for specific purposes including preparations for meetings and presentations.  
March 2002 – November 2003

### **International Business Consultants (IBC) and McLean Consultores**, Santiago, Chile

English teacher. Teaching professionals (banks, electricity generating company, oil company, mining) at different levels and skills. Curriculum and material development. End of course evaluations.  
March 2002 – November 2003

### **Mellanheden and Slottstaden School**, Malmö, Sweden

Teacher of Swedish, English and history, recreation instructor, Year 2-3, 8.  
August 2001 – December 2001

### **English and Computer College (EEC)**, Bangkok, Thailand

English Teacher. Elementary – Advanced levels. Curriculum and material development.  
January 2001 – June 2001

### **Slottstaden School**, Malmö, Sweden

Teacher of Swedish and English, Year 8-9.  
August 2000 – October 2000

## Education and Qualifications

### **MA in Translation Studies**

Technical and Commercial translation, Audiovisual Translation, Translating for International Organisations  
University of Manchester, England  
September 2005- September 2006

### **University Diploma in Education for Upper Secondary School**

English Language and Literature, History  
Malmö University, Sweden  
25 August 1999 – 5 May 2000

### **Master of Arts**

English Language and Literature, History, Religion  
Lund University, Sweden, 20 January 1994 – 10 June 1999

