

# Fredeline Jean

**BACHELOR OF ARTS IN ENGLISH, PROFESSIONAL WRITING AND TRANSLATION**

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## Education

UNIVERSITÉ DE SHERBROOKE B.A. in English and Intercultural Studies: Professional Writing, Literature and Translation	2012	COLLEGE JEAN DE BRÉBEUF College Education Diploma	2004
		HERZING COLLEGE AEC Programmer Analyst	2006

## Professional Experience

### Media Matters

Magazine publisher

August 2010 to this day

#### French Translator

Translating an entire magazine for French readers.

*The magazine publication industry is cyclical and very deadline driven. I have excelled in that environment.*

#### Proofreader

Reviewing the final proof for errors and making appropriate suggestions.

### RythmeBeat

Online community newspaper

June to Novembre 2010

#### Freelance Journalist

- Investigating and writing three weekly news articles.
- Conducting personal and phone interviews.
- Developing a network of contacts in my designated sectors.

*I left Rythmebeat having established solid relations in the community for the newspaper.*

#### Translator

- Translating articles written by myself and other journalists.
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## Language Tutorial

Online tutorial through SKYPE

2008 to this day

### French and English Tutor

- Preparing lesson plans.
- Teaching French or English to adult students from around the world.
- Creating individual blogs for students using WordPress.

*Language Tutorial is a personal initiative.  
Tutorial.fredeline.net*

### Business administrator

- Creating and maintaining a website with automatic scheduling and billing features.

## Boutique Los Angeles

Clothing for men

2006 to 2008

### Store manager

- Retail Store Operations
- Merchandising Strategies
- Teambuilding/Training/Supervision
- Inventory Management
- Customer Service

*A family business that has helped me acquire many leadership skills.*

## Technology proficiencies

**Familiar with:** Windows and Linux environment.

**Worked with:** Gimp, Scribus, InDesing, Trados, OmegaT, Skype, Dropbox, PowerPoint.

**Created:** HTML websites, Blogs using WordPress, Online communities using SMF, Presentations using PowerPoint.

## Arts and Volunteerism

**Interpreter:** I do interpretation for non profit organizations

**Cook:** I volunteer at a soup kitchen.

**Clé anglaise :** English language help service offered to students and staff.

**Art work :** Oil and acrylic paintings [www.fredeline.net](http://www.fredeline.net)