



CV

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EDUCATION

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|-------------|--|
| 2020 – 2021 | <p>Master's Degree in Linguistics, Leiden University – Netherlands</p> <ul style="list-style-type: none">• Specialised in language and communication.• Main subjects: argumentation and rhetoric, pragmatics, speech science, and business communication via an internship. |
| 2016 – 2019 | <p>Bachelor's Degree in Professional Language Use with a Specialisation in English, Stockholm University – Sweden</p> <ul style="list-style-type: none">• Main subjects: linguistics and workplace communication with an emphasis on technical communication, external and internal workplace communication, English for special purposes, and English as a lingua franca. |
| 2018 – 2018 | <p>Erasmus Exchange Studies, Vrije University Amsterdam – Netherlands</p> <ul style="list-style-type: none">• The focus was on communication studies and political thought.• Main subjects: introduction to communication studies, media entertainment, public relations, and international relations. |
| 2013 – 2016 | <p>Swedish as a Second Language, Folkuniversitetet Stockholm – Sweden</p> <ul style="list-style-type: none">• Language program to reach a proficient level of Swedish. |

WORK EXPERIENCE

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|----------------|---|
| 2021 – Current | <p>Tehcnical Content Specialist (3 yrs.) – Accell Group, Netherlands</p> <ul style="list-style-type: none">• Own, maintain, and optimise the internal user knowledge base (Confluence) on systems, processes, and new features in collaboration with the development, UX and SEO Teams.• Provide support to the company brands in terms of training, translation, proofreading, content management, and best practices.• Help revise best practices, scalability, and omnichannel ways to manage content on the systems used for e-commerce and content management. |
| 2020 – 2021 | <p>Junior Content Specialist (1yr) – Accell Group, Netherlands</p> <ul style="list-style-type: none">• Write translation guidelines and terminology lists for Spanish and English.• Revise, and edit editorial and product content for multiple countries and languages• Assist in content migration projects. |

2019 – 2020	Translator - Content Writer (3 mos) – Natuurhuisje, Netherlands <ul style="list-style-type: none"> Spanish translations and editing of the company's website and general digital documents. SEO content writing for the Spanish domain of the website.
2017 – 2019	Administrative Assistant (2 yrs) – PostNord, Sweden <ul style="list-style-type: none"> Assist in the process of invoice scanning and data input to prepare the invoices in digital form for our customers.
2015 – 2019	Language Tutor (3,5 yrs) – Studybuddy, Sweden <ul style="list-style-type: none"> Help and assist students with Spanish and English
2014 – 2014	Customer Care Rep. (2 mos) – Wonder Technology Solutions, Sweden <ul style="list-style-type: none"> Answer customer enquiries via email and phone in English and Spanish.
2012 – 2012	Backoffice Staff (2 mos) – Unísono, Spain <ul style="list-style-type: none"> Troubleshooting the customer database (SAP and Excel)
2012 – 2012	HR Assistant - Intern (1 mo) – Adecco, Spain <ul style="list-style-type: none"> Assist with recruitment processes, telephone interviews, CV reviewing.
2011 – 2011	Customer Assistant (2 mos) – Unísono, Spain <ul style="list-style-type: none"> Inform and offer new mobile promotions to customers.

LANGUAGES

English – High Proficiency level: Cambridge C1

Spanish – Native level

Swedish – Intermediate level

DIGITAL SKILLS

Microsoft Office – Very Good

Azure DevOps – Good

Confluence – Advanced

Storyblok* – Advanced

Sitecore* – Very Good

Shopware* – Very Good

Lokalise* – Very Good

Contentserv* – Good

Python – Basic

HTML/CSS – Basic

* Storyblok and Sitecore are Content Management Systems (CMS)

* Lokalise is a Translation Management System (TMS)

* Contentserv is a Product Information Management (PIM)

* Shopware is an E-Commerce System