



I'm a digital and German native language-enthusiast.

I am experienced in digital communications in the non-profit sector, especially with a focus on the creative and writing side. I am particularly interested in expanding my knowledge in web technology & analytics.

I am quick to learn new systems, programs and processes and eager to do so! I am also fluent in English.

## Education

Oct 2009 - May 2014	<b>Master of Arts in Linguistics at Humboldt-University Berlin</b> Grade: 2,3 (equivalent to 2:1) Communication & language Translation & interpreting, editing & proofreading Logics, analytics and statistics Introduction to media law at the Career Centre
Sept 2010 - Jan 2011	<b>Erasmus Semester at King's College London</b> Sociolinguistics and research methods
Feb 2009 - June 2009	<b>Study Abroad Semester at the University of Auckland, New Zealand</b> Overseas certificate for postgraduate courses in linguistics and translation
Oct 2006 - Feb 2009	<b>Bachelor of Arts in Linguistics at Heinrich-Heine-University Düsseldorf</b> Grade 1,5 (equivalent to first) English and Spanish
Oct 2005 - Mar 2006	One Semester of a Bachelor of Science in Biology at the University of Cologne
June 2005	<b>Abitur at Christian-Rohlf-Gymnasium Hagen</b> Equivalent to A-levels   overall grade: 2,3 (equivalent to 2:1) English   Education sciences   Mathematics   Philosophy

## Professional Experience

Dec 2015 - Jan 2016	<b>Community Manager at incling Ltd., London (project-based)</b> Text Translating   Writing Community Mgmt Communicating   Coordinating   Managing discussions   Reporting
Nov 2015 and Feb 2016	<b>Proofreader at E.P.A. Language Services Ltd., London (project-based)</b> Text Proofreading   Editing   Translating
Oct 2015	<b>German Language Consultant for Media Analysis at Ogilvy One, London (project-based)</b> Analysis Media analysis   Social Media   German   Monitoring   Reporting
July 2014 - present (occasionally)	<b>Freelance Subtitler at Ericsson (formerly TITELBILD Subtitling and Translation GmbH)</b> Subtitling Movies   TV series   Inter-lingual   Intra-lingual Mgmt Workload   Deadlines   Client contact
May 2011 - June 2015	<b>Volunteer at the charity Weitblick Berlin e.V.</b> Digital Communications Newsletter   Website   Social Media   Monitoring   Campaigns Project Mgmt Fundraising events   Educational events

June 2014 - Aug 2014	<b>German Language Teacher at GLS Language School, Berlin (summer school)</b> Teaching German   Children (7-14 yrs)   All levels   Private tutoring experience
Apr 2012 - June 2014	<b>Research Assistant at ICWE GmbH, Berlin</b> Data Research   Assessment of data   Updating and maintaining databases Events Supporting logistics   On-site   Registration   International clients
Feb 2013 - Feb 2014	<b>Board Member at the charity Weitblick Berlin e.V.</b> Mgmt Finances   Accounting   Strategic dev   Volunteer coordination Communications Internal   External Liaising NGOs   Partners   Sponsors
July 2010 - Jan 2012	<b>Freelance Writer at WebRichtUng GmbH</b> Writing Producing content   SEO
Sept 2011 - Jan 2012	<b>Intern with successive freelance work at TITELBILD Subtitling and Translation GmbH, Berlin</b> Subtitling Movies   TV series   Commercial and promo   Inter-lingual   Intra-lingual Text Translating   Proofreading   Different types of documents
Feb 2011 - Apr 2011	<b>Intern in Administration at Berlin Metropolitan School</b>
Mar 2006	<b>Intern at local Newspaper 'Westfalenpost'</b>
<b>Additional Skills &amp; Experiences</b>	

<b>Seminars and Workshops</b>	<b>'Civil Academy' scholarship for young people and their social projects</b> Seminars and workshops on project management, financing, team building and pr  <b>Participation in extracurricular seminars:</b> Talks and workshops on international development and NGO work Talks and workshops on online marketing and SEO
<b>Language Skills</b>	<b>German:</b> native speaker <b>English:</b> proficient user, C2 (native speaker level); <i>UNiCert IV</i> exam, grade: 1,7 (equivalent to 2:1) <b>Spanish:</b> basic user, B1 <b>French:</b> basic user, A2
<b>Software Skills</b>	High IT literacy and quick to learn new systems Excellent knowledge of Social Media Proficient user of Microsoft Office Proficient user of EZTitles (subtitling software) Experienced in usage of databases and CMS Experienced user of Brandwatch (media monitoring tool) Basic knowledge of HTML (in progress), image editing and design

## Interests

<b>History</b>	<i>learning about different cultures through history is not only fascinating, but also teaches me to stay open-minded and curious</i>
<b>Photography</b>	<i>I have always loved photography as a means of capturing, expressing myself and being creative</i>
<b>Swimming</b>	<i>apart from keeping me fit, it gives me the opportunity to focus and to review events of the day and to develop new ideas</i>

## References

Upon request