

Dear Client

May 2004

I am a French National and a fully qualified professional translator with now 18 years experience in translation

My academic background is that of a linguist. I have a Licence (equivalent BA) in foreign languages and a Postgraduate Diploma in Technical and Specialised Translation from the Polytechnic of Central London (Now University of Westminster). I am a qualified member of the Institute of Translation and Interpreting.

My work experience includes working on a Dictionary Project in 1985 at Macmillan's supervised by Edwin Carpenter who created the first Collins Robert bilingual Dictionary. I then spent 2 years at Intercontinental Translators City Co. working from their offices at St Mary Axe in the City of London where I acquired a vast knowledge and direct experience of translating financial documents. In February 1988, I decided to go freelance and since then I have been working on a full-time basis, learning and developing a very successful business based on trust and quality.

Over the years, I have acquired an excellent reputation within the small world of qualified professional translators for my integrity, a huge work capacity, my ability to meet very tight deadlines and above all the quality of my work.

Please do not hesitate to contact me by phone, fax or e-mail in case you wish to discuss any of these points or if you would like to have further information (references, copies of my qualifications, names of referees, a full CV etc.)

Assuring you of an impeccable service at all time, I look forward to hearing from you.

Yours Faithfully

Corinne Blésius