

Claire Coquilleau



 www.clairecoquilleau.com

 <https://www.linkedin.com/in/claire-coquilleau-b9a69624/>

 clairecoquilleau@gmail.com

 Paris (France)

LANGUAGES

French (Native, C2)

English (Native, C2)

DOMAINS

**Tech (AI, Apps,
Gaming, SaaS,
Websites)**

Marketing

Education

**Other (Journalism,
Travel/Tourism,
Literature, Culture,
Video games,
Science &
environment,
Business, HR, ...)**

LINGUISTIC SERVICES

English > French

French > English

Translation

Localization

Revision

Proofreading

Editing

MTPE

Subtitling

Transcription

Training

Online Tutoring

TRANSLATION & EDITING



Tech (AI, Apps, Gaming, SaaS, Websites):

- Assistant bot utterances
- E-books, training decks and certifications for CRM, CMS, Sales, Operations and Marketing softwares
- Game scenarios
- SaaS migration guides
- Software legal terms
- UX/UI for a cyber risk management system, a performance management system, a market analysis website, and a sport agents' website
- UX/UI for a fitness coaching app, a math and science teaching/learning app, a property rental app, a streaming app, and a video surveillance app

Marketing:

- Instagram marketing trends reports and blog posts
- Sportswear and accessories marketing campaign, metadata, and SEO
- Beauty & skincare products marketing campaign, client testimonies and feedbacks
- Electronics, automotive and retail material handling solutions landing pages, metadata, and SEO

Education:

- Academic manuals for adult language learners
- Children nursery rhymes
- French American baccalaureate documentation
- Mathematics workbook and glossary for G1 to G8 levels
- Social studies lessons



Other (Journalism, Travel, Business...):

- Boating blog posts
- Cultural, environmental, food and travel related articles
- Customer service calls
- Holiday rental and travel destination descriptions
- HR contracts
- Project management training material
- Protection and safety company live event material
- Romance novel

EDUCATION / QUALIFICATION

- October 2006 – May 2009: Bachelor's degree in Language Literature and Foreign Civilization – UVSQ, Université de Versailles Saint-Quentin en Yvelines
- March 2010: OPQ 32 Certification - SHL France, Paris
- July 2012: Prince 2 Certification - QRP International, Paris

SOME CLIENTS & PARTNERS

BookLinks, Relay Publishing, Jellyfish, Spotzer, Tolq, Jonckers, Language Inspired, World Translation A/S, Welocalize, TransPerfect...

OTHER PROFESSIONAL EXPERIENCES

- Project management of international projects in the fields of psychometric solutions and talent consulting, digital training, HRIS, acting as an interface between teams with activities ranging from collecting functional needs to training teams and assessing the projects' impacts.
- Support team management, training and coordination of the support team tasks and workloads
- Online French tutoring for adults (B1-C2)