

CURRICULUM VITAE

KATALIN POOR
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July 2023

SUMMARY

As a multilingual professional with 26 years' experience in the field, I have been providing translation, writing and editing services to government organizations and private sector companies since 1997.

EDUCATION:

B.A. (Translation and Interpretation), University of Ottawa (Cum Laude) 1995-1997
M.A. (Public Administration), Carleton University
Majors: Economics, Policy Development
1974-1976
B.Sc. (Biology), University of Ottawa
Majors: Biology, Chemistry
1971-1974
Grades 1 to 11, Collège Marie de France, Montréal
1960-1971

PLACE AND DATE OF BIRTH: Budapest (Hungary), January 12, 1955

CITIZENSHIP: Canadian

LANGUAGES: English, French, Hungarian, and Spanish

COMPUTER SOFTWARE: WordPerfect, Word, Excel, PowerPoint, TERMIUM, MemoQ, Antidote

CLIENTS: Ubiquis (formerly Société Gamma Ottawa and CHKAY Montréal), Ville de Gatineau, Gazifère, Groupe Simoncic, Meristem (Canada Council), NB Communications, Traductions Houle, Valoris for Children and Adults of Prescott-Russell, Alliance Coopérative Internationale, Brigil, CNIB, Viridis, Logiscène / Orchestre symphonique de Gatineau, Société des transports de l'Outaouais (STO), Bureau de projet Tramway Gatineau-Ottawa.

TRANSLATION WORK HISTORY (incorporated as "al Punto" Translation and Interpretation Services since 1997, certified member of ATIO since 2002)

Working as a freelancer, with an extensive and loyal client base, translating and editing numerous policy, legal, financial and statistical documents written by or for all levels of government, administrative tribunals and courts, universities and granting councils. My areas of expertise include:

- science, environment, agriculture, energy
- culture, arts, dance, music
- municipal and federal administration
- human resources
- law
- politics
- marketing
- finance, economics
- social policy

OTHER PROFESSIONAL WORK HISTORY

Although not directly related to translation work, it was through these experiences that many of the skills required of a good translator, writer and revisor were acquired: attention to detail, fact-checking, appreciation of the client's circumstances and needs, familiarity with legislation and the government machinery, processes and programs, and the ability to write in accordance with government standards.

Manager, Operational and Financial Planning, Management Services Directorate, Revenue Canada (July 1992 - January 1996)

Program Analyst, Natural Resources Group, Treasury Board of Canada Secretariat (January 1990 - July 1992)

Program Analyst, Transport Group, Treasury Board of Canada Secretariat (April 1987 - December 1990)

Manager, Crown Corporations Group, Auditor General of Canada (July 1986 - April 1987)

Process Policy Manager, Crown Corporations Directorate, Treasury Board of Canada Secretariat (November 1984 - June 1986)

Analyst, Treasury Board of Canada Secretariat (November 1983 - October 1984)

Economist, Department of Energy, Mines and Resources (May 1982 - November 1983)

Special Assistant to the Deputy Minister, Canada Employment and Immigration Commission (May 1981 - May 1982)

Project Officer, Canada Employment and Immigration Commission (July 1976 - April 1981)

VOLUNTEER WORK HISTORY

Member of the organizing committee for Elders Without Borders, Victoria Island, Ottawa (November 1997 - January 1998)

President, Catholic Immigration Centre, Ottawa (December 1990 - December 1992)

Chairperson (Funds Committee), Catholic Immigration Centre (December 1989 - December 1990)

Translation of a Ph.D. thesis in theology for a St. Paul University graduate.

Translation of a Ph. D. thesis in theology for a priest

TV show host (TVC22 Rockland) in both French and English (since March 2014)

Owner/operator of a dog sanctuary called Maggie's Place (<http://www.maggies-place.ca/>) (since October 2012)

Chair, Audeamus, a not-for-profit charitable organization that trains service dogs for veterans, first responders and war correspondents with PTSD and mild traumatic brain injuries (2016 to 2018).