

Matthew Michael Schneider  
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## Career objective

To provide a high-quality product which reflects my competencies, capabilities, skills, education, and experience.

## Qualifications

### Translation and editorial experience

- Project work at the software development and sales company Envi.con KG, Berlin, Germany (December 2006 - August 2007):
  - Translation of software program descriptions, software program feature articles, on-line content on web portals ( Pocketland.de -> Pocketland.net), in-house developed programs and software solutions
  - Development of partner relationships and partner websites for distribution of company products
  - Liaising with key partners such as Microsoft, Motorola (English correspondence, conference calls)
  - Represented the company at "3GSM" mobile telephone technology trade fair in Barcelona, Spain with colleagues
- Project work at MAGIX AG Software, Berlin, Germany (September 2007 - ongoing):
  - Translation of varied texts (primarily audio engineering software)
  - Experience using cross translation software
  - In-house, part-time
- Other various clients worldwide (January 2008 - ongoing):
  - Translation of varied texts

### Other experience

- AVR Ferienanlagen Rügen GmbH, vacation rental company, Göhren auf Rügen, Germany (June - September 2006):  
Responsible for public relations of the ecotouristic project "UrlaubsRanger" (vacation ranger) in cooperation with the World Wide Fund for Nature (WWF) and the Naturschutzbund Rügen (NaBu) including:
  - Responsible for preparing and supervising activities for hotel clientele, performed on TV for RTL, performed on radio for NRD
  - Translated small items for company website, publications, etc.

## **International experience**

- Travice English School Japan, private English school, Minami Minowa, Nagano, Japan (October 2001 – August 2002)
  - Responsible for minor translations from Japanese to English
  - Prepared lesson plans for a wide variety of levels of proficiency
  - Taught groups and individuals conversational English
- Goethe Institut, private language school, Murnau, Bavaria, Germany (January 2001 – February 2001)
  - Intensiv II language course completed

## **Education and training**

### **Post-secondary education**

University of Calgary - Calgary, Alberta, Canada, Spring 2003 – Spring 2006

Philosophy / German

Graduated 2006

Final grade / mark: B+

Mount Royal College – Calgary, Alberta, Canada Fall 1998 – Spring 2000

General Studies

Transferred to University of Calgary

### **Grammar school**

Canmore Collegiate High School, Canmore, Alberta, Canada

Graduating class of 1997

## **Additional skills**

### **Languages**

English (mother tongue), German (advanced level of fluency in speech and writing)

### **Software**

Microsoft Office (Word, Excel, PowerPoint, etc.), Adobe Photoshop CS, FTP Program FileZilla, Macromedia Dreamweaver, Mozilla Firefox, Open Office.Org, Abbyy FineReader, MS Visio, across CAT, Adobe Acrobat Professional

## **Personal interests**

Writing, languages, travel, music, trading, graphic design, alpine skiing, hiking, reading, chess

## **Character/Professional references**

**Mr. Michael Keith**

**Translation Team Supervisor / Editing Dept. Head, MAGIX AG, Berlin, Germany**

[michael.keith@magix.net](mailto:michael.keith@magix.net)

**Dr. Cornelia Burian, Professor,**

**German, Slavic, East Asian Languages Dept., University of Calgary, Calgary, Canada**

[cburian@ucalgary.ca](mailto:cburian@ucalgary.ca)

**Dr. Chris Rose, Assistant Professor, University of Montreal Department of  
Medicine,**

**Neuroscience Research Center, Hopital St- Luc, CHUM, Montréal, Canada**

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