

Curriculum Vitae

Emmanuelle Sylvain

www.wordweaver.se

emmanuelle@wordweaver.se

Work experience

2011 – to present

Word Weaver, Sweden

Founder of company offering translation, text-editing and transcription services in English, French, Swedish and Spanish.

2003 - present

Språkservice AB, Sweden

Freelance interpreter (Swedish, English, French) working mainly with refugees applying for asylum at the Swedish Migration Board.

2009 – to present

JAK Medlemsbank, Sweden

Editor of the bank's international newsletter

Volunteer JAK informant – International network developing and knowledge sharing with individuals and organisations working in the field of economic development. My work involves giving seminars and workshops as well as keeping interested parties updated via the Internet.

2009 – 2011

Buråsskolan – Hulebäcksgymnasiet – East West Service - Språkservice, Sweden

Freelance language teaching, translation and transcription work for various organisations and companies.

2007 – 2009

IMS Medical Radar AB, Gothenburg, Sweden

Quality Control (Database Assistant)

Transcription, translation, quality control of data and project finalisation in English, Swedish, French and Spanish. Within 8 months of working with the company, I was given increased responsibility in the quality control department due to my multilingual skills and excellent results with international interview respondents.

2007

Refine Ltd, Hong Kong

Preparation of workshop and manual in cross cultural communication for young executives planning to work in an international environment.

2001

Latin Sectors, Madrid, Spain

Junior political analyst and translator (Spanish-English) - Translation of Latin American news articles for the company's benefit and formulation of short analytical pieces on economic developments in the region. These were included in reports

commissioned by potential investors from the USA and Europe looking to enter the Latin American market.

2001 (1 month)

United Nations Drug Control Programme, Vientiane, Lao PDR

Consultant – Revision and editing of project documents as part of the programme “Balanced Approach to Opium Elimination in the Lao PDR”. This work included research on the Lao government’s macroeconomic policies.

2000 (2 months)

United Nations Drug Control Programme, Vientiane, Lao PDR

Internship – My main duty was to set up a categorised database for the local office and to educate the employees on its use. I also started revising documents as part of the programme “Balanced Approach to Opium Elimination in the Lao PDR”.

1996-1997

Swedish School Association of Nairobi, Kenya

English & French teacher – secondary school level

Education

2006-2007

MA – Africa and International Development Cooperation

Centre for African Studies

School of Global Studies, University of Gothenburg, Sweden

Title: “Economic Alternatives for Sustainable Development – An exploration of contrasting ideas and strategies for development”

2004 and 2010

MA – Peace and Development Studies

Institution for Peace and Development Research

School of Global Studies, University of Gothenburg, Sweden

2005-2006

Peace Work

Institution for Peace and Development Research

School of Global Studies, University of Gothenburg, Sweden

Field work: Trident Ploughshares Movement, Scotland, May 2006

2005 and 2007

French A and B (literary and technical)

Department of Languages and Literatures, University of Gothenburg, Sweden

2002 and 2005

Social Anthropology A and B

School of Global Studies, University of Gothenburg, Sweden

1999-2001

BA in International Relations and Diplomacy – Suma cum laude

Schiller International University, Madrid, Spain

1998-1999
Diploma de Estudios Hispánicos
Universidad Complutense de Madrid, Spain

1993-1996
“Studentexamen” (Secondary school certificate)
Swedish School Association of Nairobi, Kenya

Skills

Languages

	<i>Spoken</i>	<i>Written</i>
French	Native	Native
English	Native	Native
Swedish	Fluent	Fluent
Spanish	Fluent	Fluent

Miscellaneous

Chairperson of parent cooperative “Ladan” (2008)
Grant from JAK Bank for completion of Master’s thesis (2007)
Francisco de Vitoria Award, Schiller International University, Madrid, Spain (2001)
Model United Nations ambassador (1995-1997)