

MAGDALENA MARINIĆ

Master's Degree in Technical Translation &
Technical Writing



ABOUT ME

- 📍 Born on May 12, 1973 in Bocholt
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LANGUAGES

Native Languages

German, Croatian

Working Languages

English, French, Spanish

SKILLS

Software

- > MS Office, MS Visio
- > Adobe FrameMaker, Robohelp, Acrobat Professional
- > SDL Trados, SDL Passolo
- > Atlassian Confluence and Jira
- > TortoiseGit

WORK EXPERIENCE

Independent Technical Communication Specialist

Q-term, Hamburg

since 2004

- > Designed and wrote English product documentation and marketing collaterals for a content payment platform implemented in the Customer Care and Billing environment across the European subsidiaries of the Telekom
- > Designed and created English online help systems and training material for a training management software deployed by airlines for the management of cabin crew training, pilot licenses and currency requirements
- > Localized the graphical user interface for a content payment platform for the international deployment in the customer care and billing environment in all European Telekom subsidiaries
- > Designed, wrote, and maintained technical repercussion sheets, technical dossiers, and modification approval sheets for the type certification of the Airbus A380 aircraft in cooperation with Engineering, Legal, and Configuration Management at Airbus
- > Designed and created an English system manual for a heating plant in Kabul
- > Designed and created user manuals for a software platform for Call Data Record Management in the Mobile Communications sector, i.e. generation of test CDRs, revenue recovery, pre-processing, mediation, CDR conversion, etc.
- > Managed large translation projects for the Business System Interface to the Customer Care and Billing platform of the Telekom
- > Translated quarterly newsletters from German to English for a company that provides information and communications technology services for the Telekom
- > Managed and completed numerous translation projects for user manuals in the fields of software applications, mechanical engineering, electrical engineering, and consumer electronics
- > Translated Web pages and marketing material for numerous middle-sized companies from German to English and vice versa

SKILLS - CONTINUED

Description Languages

HTML, XML, JavaScript

Operating Systems

Windows and Unix

Fields of Expertise

Mechanical and electrical engineering, IT, telecommunications, ERP, aviation, marketing

EDUCATION

Master's Degree in International Technical Communication for French, Spanish and English

University of Hildesheim 1993 - 2000

Main Focus

- › Assumed sound knowledge in the areas of mechanical and electrical engineering
- › Translated technical texts in the fields of mechanical and electrical engineering, IT as well as marketing texts from French, English and Spanish to German and vice versa
- › Applied linguistics
- › Computer-aided translation
- › Technical writing

Literary Translation Studies

Heinrich Heine University, Düsseldorf 1992 - 1993

Main Focus

- › French and Spanish literature and applied linguistics
- › Translation of French and Spanish literature to German and vice versa

WORK EXPERIENCE - CONTINUED

Documentation Specialist

Microsoft Deutschland GmbH, Hamburg 2003 - 2004

- › Designed, developed, and maintained product documentation and managed online help projects for Microsoft Dynamics
- › Localized the GUI of Microsoft CRM and Microsoft Business Contact Manager
- › Designed and developed documentation guidelines for Microsoft Dynamics vertical solution partners
- › Translated marketing brochures, online helps, and user manuals from English to German and vice versa
- › Conceived and edited monthly product newsletter for Microsoft Dynamics partners
- › Managed and maintained corporate documents in a central documentation management system and published partner-relevant documents to the Web

Team Lead Technical Documentation

Portal Software GmbH, Quickborn 2000 - 2002

- › Established the documentation department and introduced new documentation tools
- › Designed documentation standards and style sheets
- › Designed, created and maintained English user and developer manuals for rating and billing software in close cooperation with engineering, product marketing and QA
- › Created a documentation structure for the Web-based customer documentation
- › Coordinated documentation projects between the documentation teams in Germany and California
- › Translated whitepapers and marketing brochures from English to German
- › Managed external proofreaders for the English user documentation



EXPERIENCE ABROAD

Portal Software Inc., Cupertino, California

06/2002 - 09/ 2002

- › International documentation and localization project in the fields of Billing & Rating at the headquarters of Portal Software Inc.

Autonomous University of Barcelona, Spain

08/1995 - 03/1996

- › International Technical Communication studies at the Institute of Translators and Interpreters as part of the ERASMUS student exchange program

