

## Curriculum Vitae



**Maarten van Mook**

### Para ver CV en español seguir este enlace

#### **1 Personal data:**

Name and surname: Marinus G. Anthonius (*Maarten*) van Mook  
Birth of Date: November 28<sup>th</sup>, 1967  
Address (The Netherlands): Lasondersingel 190, 7514 BX Enschede, The Netherlands.  
Nationality: Dutch  
Job titles: Consultant, developer, translator, editor, teacher  
Mobility: International mobility, according to contract  
Cell phone (NL): +31-6-40752189  
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Translator Proz profile <http://www.proz.com/profile/2260645>  
Email: [info@personal-potential.com](mailto:info@personal-potential.com)

#### **2 Education:**

1996 Master in (Export-) **Marketing** (4 months), at the [Saxion University](#), Enschede, The Netherlands.

1995 Master in **Psychology** following the TOP project (Temporary Placements for Entrepreneurs) for engineers graduated at the [University of Twente](#), Enschede, the Netherlands. During a one-year-period I received the knowledge to be able to work with psychological tests. Subjects: development of questionnaires, statistics, interpretation of personality profiles and editing psychological reports.

1986-1991 **Chemical Engineering**, [University of Twente](#), Enschede, the Netherlands. Major: Organic Chemistry. Minor: **business administration**.

- **1991**: Researcher performing the graduation assignment in the Department of Organic Chemistry at the University of Twente, Enschede, The Netherlands.
- **1990**: Researcher-trainee (3 months) at the Unilever Research Laboratory, Vlaardingen, Rotterdam, The Netherlands.

July 1990 Spanish summer course (2 weeks) for European Engineering students at the [Escuela Superior de Ingenieros de Minas](#), Madrid, Spain.

#### **3 Work experience:**

##### **3a self-employed**

1997-now **HR Consultant** and **developer** of **sophisticated career management tools** working with [Personal Potential](#), an online career consultancy with a psychological background for professionals who want to improve their working situation or are seeking personal development by analyzing their unique competences and career opportunities. The career consultancy is based on the PPA and the online Success Indicator; both HR tools make use of the psychological model MBTI.

- Providing HR consultancy to labour market intermediaries, who made use of the PPA and the online Success Indicator by means of a licence.

**Main tasks related to HR Consultancy:**

- Analyzing and interpreting the candidates' psychological profiles.
- Generating and editing the personalized psychological profile reports.
- Providing career consultancy to the candidates making use of the PPA or the online Success Indicator based on MBTI.
- Developing and giving career management courses to higher educated young professionals based on the PPA Personal reports and the MBTI.
- Continuous development of new career management tools and updating and optimization of existing tools using HTML, php, Dreamweaver.
- Web editing and translation: creating new web pages & online Marketing campaigns; writing inspirational articles.
- **Executive search** for candidates for specific positions within different segments of the labour market in collaboration with previous selected recruitment firms.
- **Providing the online sophisticated HR tools to our licence holders. See table below**

service	company	country	period
Licence Job Selector (Banenkiezer)	One of the largest health insurance companies in the Netherlands uses the Job Selector " <u>Banenkiezer</u> " to streamline the current reorganization, in which the supernumerary employees are assigned new, similar jobs in another department or start working with another company. <b>Success-rate &gt; 80%.</b>	NL	2012-present
Licence Talent Meter	<u>BouwTalent</u>	NL	2010-2012
Licence Competence Detector	<u>Centerpoint</u>	NL	2005-present
Proyecto Pygmalión (careerplanning for recently graduated professionals)	<u>EmpleoGlobale</u> (visual impression)	Spain	2002-2005
Licence report generator / PPA	<u>Premium Profile</u>	NL	2002-2004
Careerplanning Project for Managers en Specialists working at banking companies in Murcia, Spain.	<u>OficinaEmpleo</u>	Spain	2001

2000 – 2006

**Agent – intermediary** via the portals [cursusspaans.nl](http://cursusspaans.nl) and [studievakantiespaans.nl](http://studievakantiespaans.nl) working with the language academy Enforex- Don Quijote.

In the active period between 2000 and 2006 hundreds of Dutch speaking citizens found their way to an inspiring cultural stay in Spain or in Latin America in order to learn Spanish and to get to know the culture.

### 3b Working as a freelance translator *(references and sample translations)*

April 2008 – present

Freelance **translator** English – Dutch – Spanish – German (**EN-NL-SP-DE**) with following language agencies, consultancy firms and language pairs:

Personal Potential, The Netherlands, Spain: **NL-SP, NL-EN, EN-NL, SP-NL** (brochures, study material, websites, editorial articles, reviews)

- **Sample Translations:**  
[www.personal-potential.com](http://www.personal-potential.com) (EN)  
[www.potencialpersonal.com](http://www.potencialpersonal.com) (SP)  
[www.personalpotential.nl](http://www.personalpotential.nl) (NL)

Enforex, Madrid, Spain: **EN-NL** (brochures, study material, websites).

- **Sample Translation:** [cursusspaans.nl](http://cursusspaans.nl). (translation EN-NL)

SDL, the Netherlands: **EN-NL** (technical, manuals)

Translation Kings, the Netherlands: **NL-EN, EN-SP, NL-SP, SP-NL**

Alphatrad, France: **EN-NL** (technical, manuals)

Crossborder Translation, the Netherlands: **NL-EN** (Study guides for students)

- CAT tool used: Memsource (Cloud)

Aspen Global, Taiwan: **EN-NL**

- **Sample Translation:** [Kaori's website](#) (translation EN-NL)

Avanti, The Netherlands: **SP-NL, NL-EN, EN-NL** (legal, acts)

Online Traductores, Spain: **NL-EN** (legal, contracts), **SP-NL** (Marketing)

Lingua Translation, Spain: **NL-EN** (technical, manuals), **SP-NL** (Marketing)

Sintaxis, Portugal: **EN-NL** (pharmaceutical, package leaflets)

Summit Works, The Netherlands: **DE-NL** (legal, contracts)

EasyTranslate, UK & NL: **NL-SP, SP-NL, EN-SP** (technical, websites, trainings)

- **Sample Translation:** [www.adrighem.com](http://www.adrighem.com) (translation NL-ES)
- CAT tool used: Memsource (Cloud)

Translate Plus, UK & Bulgaria: **DE-NL, SP-NL** (Marketing, manuals)

- CAT tool used: SDL Trados Studio 2017

And many more translation agencies..

*Rates (€), language pairs, CAT tools and fields of expertise*

[View rates in us\\$](#) - [View rates in £](#) - [View rates in can\\$](#)

[View actual exchange rates at xe.com](#)

**Translation rates for source texts (except legal) > 500 words: 0,06 €/word, legal: 0,07 €/word**

**Proofreading/editing rates for source texts > 1000 words: 0,03 €/word, legal: 0,035 €/word**

*The above mentioned rates are based on the total amount of words.*

Source texts < 500 words have the fixed rate of **30 € (translation)**.

*For source texts > 10000 words I can offer the word rate of 0,05 € for translation and 0,025 € for proofreading/editing.*

### Language pairs:

1. English to Dutch (EN-NL)
2. Dutch to English (NL-EN)
3. Spanish to Dutch (SP-NL)
4. Dutch to Spanish (NL-SP)
5. German to Dutch (DE-NL)
6. Spanish to English (SP-EN)
7. English (UK) to Spanish (EN-SP)

**CAT tools: SDL Trados Studio 2017, MemSource Cloud, XTM, MemoQ.**

### Fields of expertise:

<b>Field of expertise: general</b>	<b>Field of expertise: specific</b>
Engineering & Science	Manuals and websites
Psychology & Personal Development	Tutorials and Guides (Career counselling, Coaching)
Legal	(Contr)acts and deeds
Marketing	Brochures and websites
Pharmaceutical	Package leaflets
Tourism, Lifestyle, Travel, Culture	Website and advertising materials

### **3c working with a company as an employee**

January 2011 - June 2016

English **Teacher in** (in company) with language academies [Inlingua](#), [Babelia Formación](#) and Euroformac Formación, Madrid, Spain.

1993-1994

**Product development chemist** in the Laboratory of SMC Foundry Products, Hengelo, The Netherlands. The main purpose of this job was the development of a new resin being ecologically & economically more interesting than the original product, while maintaining the same properties (solidification time, resistance, bending strength). The new resin was approved by the R&D board.

1992

**Researcher** as an organic chemist in the Department of Organic Chemistry of Prof. Dr. Javier de Mendoza at the [Universidad Autónoma de Madrid](#), Spain. International exchange project of Erasmus. Mentor: Mrs. Dr. Pilar Prados.

### **4 Computer skills**

Operating systems  
Office programs  
Email  
Programming  
Web design  
Webhosting

Windows 7 and previous versions of Windows  
Excel, Word, PowerPoint and Access  
Outlook, Thunderbird, Netscape  
HTML, PHP, Java  
Macromedia Dreamweaver  
Plesk 8.3

***CAT-tools (translation in the Cloud)***

***SDL Trados Studio 2017, MemSource Cloud, XTM, MemoQ***

### **5 Language skills**

**Nederlands-**  
**English -**  
**Español -**  
**Deutsch -**  
**Italiano -**  
**Français -**  
**Português -**

*mother tongue*  
proficiency: listening and reading, spoken and written  
proficiency: listening and reading, spoken and written  
proficiency: listening and reading; intermediate: spoken and written  
intermediate: listening and reading, spoken and written  
intermediate: listening and reading, spoken and written  
intermediate: listening and reading, spoken and written