

Curriculum Vitae



Maarten van Mook

Para ver CV en español usar este enlace

(<http://www.personal-potential.com/espanol-/CV-Maarten van Mook Koelink 2017 corto.pdf>)

1 Personal data:

Name and surname: Marinus G. Anthonius (*Maarten*) van Mook
Birth of Date: November 28th, 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
Cell phone (E): +34-693-254396
Translator Proz profile: <http://www.proz.com/profile/2260645>
Email: 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

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

2000 – 2006

Agent – intermediary via the portals [cursusspaans.nl](#) and [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 (EN)
www.potencialpersonal.com (SP)
www.personalpotential.nl (NL)

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

- **Sample Translation:** 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, DE-NL** (technical, websites)

- **Sample Translation:** 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

Translation in Berlin, Germany: **DE-NL** (subtitling for training videos)

And many more translation agencies..

Word Rates in €/us\$, language pairs, CAT tools and fields of expertise

Amount of words in source text	Editing/ proofreading	General translation	Express/expert translation (Urgent, legal, specialistic)
< 500 words (rate per text)	€ 17,50	€ 35	€ 45
500-1000 words	0,035 €	0,07 €	0,09 €
1000 – 10.000 words	0,03 €	0,06 €	0,08 €
>10.000 words	0,025 €	0,05 €	0,07 €

For word rates in us\$ add 0.01 us\$ to the rates in €.

Payment conditions:

By wire transfer within **30 days** after delivery of translation with invoice or by automatic billing system provided by the agency. Payment by Paypal and payments later than 30 days can have a supplement.

[View actual exchange rates at xe.com to calculate the rates in your currency](http://xe.com)

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:

Field of expertise: general	Field of expertise: specific
Engineering & Science	Manuals and websites
Psychology & Personal Development	Tutorials and Guides
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