

Ritz Mollema

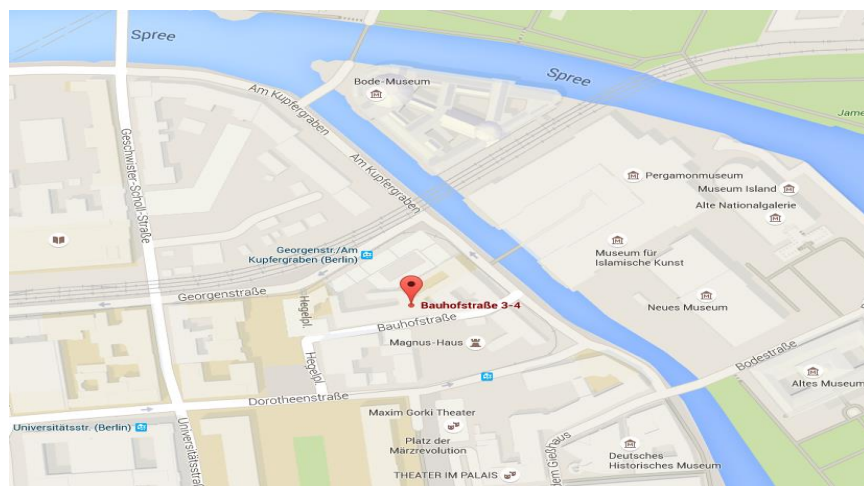


Since 1992 I have mainly lived in Berlin. As a freelance translator German and English into Dutch, aside from a multitude of secondary activities (marketing, PR, market research) I have now gained more than seventeen years of experience in translating technical documentation and localizing software, games etc. In 2006 I started working for **Strato AG**, a large web hosting company in Berlin and from there on I've been in a series of customer support jobs. More recently, I served contracts at **AT&T**, Amsterdam; **Bosch** Communication Center GmbH (BCC), Berlin; **Vistaprint** Germany, Berlin; **Teufel Audio**, Berlin, **AVM GmbH (Fritz!Box)** and **Lufthansa**, Berlin. As a rule I translated support documentation, developed websites as well as supported first and second level IT hotlines.

Ritz Mollema

freelance investigative journalist & translator (E/G-NL)

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Ritz Mollema

Personal Data

Birth date September 3rd 1963
Place of birth Leeuwarden, Netherlands
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Nationality Dutch
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Bauhofstrasse 3
10117 Berlin

Work Experience

Current work (2015)

Customer support, translations

- [Get a Life !](#) publishing company (in the course of incorporation, founder)
[Red Bull Magazine](#) – translation
- [AVM GmbH Berlin](#) – knowledge manager
- [Teufel Audio, Berlin](#) – customer support
- [Vistaprint Germany, Berlin](#) – graphic design
- [Orange Translations, Manila](#) – translation
- [Elsa Rassbach, Berlin](#) – editing/subtitling
- [Lufthansa Callcenter \(GTS\), Berlin](#)
- [Bosch Communications Center, Berlin](#)
- Web projects: [susuh.de](#), Berlin travel portal
- Translations ([www.ritzmollema.net](#))
- Literary translation of a Dutch author, Gerrit Komrij, into German ([www.gerritkomrij.de](#))
- Subtitling [Babelfisch](#), Berlin E/G > NL

08/2007 – 12/2008

- [Strato Medien AG, Berlin](#), translation

08/2007 – 12/2007

SAP Software localisation (project)
[[Lekkerland Info Systems GmbH, Köln](#)]

01/2007 - 08/2007

Translator / customer support
[[AT&T Amsterdam / Sykes](#)]

03/2006 – 01/2007

Customer support
[[Strato Medien AG, Berlin](#)]

07/2005 – 01/2006

Lecturer in Dutch
[[Logo-Sprachenschule, Berlin](#)]

05/2005 – 02/2006

Restaurant chef
[[Restaurant vessels „Van Loon“, „Barkasse Josephine“ and „Philippa“, Berlin](#)]

07/2003 – 04/2005

Manager 3* hotel (85 beds)**
[[Hotel Fachwerkhof – Bilm, near Hannover](#)]

- Head of personnel (kitchen included)
- Marketing & purchasing head
- Quality control & optimisation

04/2001 – 07/2003

Lecturer in English
[[Piter-Jelles-College, Leeuwarden NL](#)],
An Open University includable framework
evaluation project

Seit 02/2000

Digitalization - Project manager

[Berlin, Amsterdam/NL] A project dealing with the digitalization of a collection of historical negatives (b/w) from architect *Walter Borchard*, taken during and shortly after WW2 in Berlin

Independent occupations

03/2000 – 02/2001

Freelance journalist & translations

[Amsterdam, Netherlands]

- For and on behalf of; ThyssenKrupp AG, Transtec AG, BRD
- Production (chronicle assembly) of a documentary broadcast for KRO-Radio, Hilversum/NL
- Construction of an acquire datasystem for a Dutch pr / communications agent Scargo&Young, Haarlem NL (www.worldtotouch.com)

1998 – 2000

Technical translations (E-G-NL)

[4-Text, Berlin / Euroscript, Berlin]

- Translation of technical documentation, software localization and operation instructions for diverse translation tool, for use with software; Trados Workbench / Multiterm, WinAlign, Felix, Transit, and other

1998 – 1999

Project manager

[TBWA Querverbindungen GmbH, Berlin]

- In conjunction with a publicity campaign for Deutsche Bahn AG Brandenburg
- Publicity work

1997 – 1998

Market-researcher, Project executive

[Markt & Daten GmbH, Modalis, Berlin]

- Qualitative market research, market analysis
- Telephone interviewing in Dutch, English and German language

1994 – 1997

Restaurant and private contract chef

(Diverse Hotels, Restaurants and Functions)

[Hotel Intercontinental Berlin, Hotel Adlon Berlin, Kunsthal Rotterdam (NL), La butte au bois / 1 Michelin *, Lanaken (B), Penal institution Sittard (NL)] and others

- Catering operations (banquet), à la carte
- *Entremétier, gardemanger, saucier*

1994 – 1996

Freelance publicist

[Berlin, Rotterdam NL]

- Author and re-writer for a travel guide about the history and origin of Berlin www.aroundtheworldinberlin.net

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Education/Training

1991 – 1993	Psychology, propaedeutics [Open University Rotterdam]
1983 – 1985 1987 – 1989	[Academy of Journalism, Utrecht] (NL) Marketing Business degree (NIMA-A/B)
Diploma 1982	Havo (college) [Piter Jelles College, Leeuwarden] Subjects: Dutch, English, German, Geographics, History, French literature, Economics
2000 – 2015	Various courses and certificates (SDL, html5 and css3, language)

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Languages


Dutch/Frisian	Mother tongue (bilingual)
German	Fluent oral and written skills
English	Fluent oral and written skills
French	School proficiency
Italian	Basic proficiency

Other working/software skills

Windows Vista | 7 | 8.1 | 10 technical preview | Mac OS X
MS Office Professional 2013
Internet Explorer 11 | Firefox | Opera | Safari | Chrome | Maxthon
Quark Xpress | Adobe Photoshop
Pagemaker | Adobe Indesign
Wavelab | Adobe Premiere | Final cut pro
Firm-specific localization CRM software (SAP AG | AVM GmbH)
SDL Trados Studio 2011 (CAT tool) | Star Transit | Felix | Across
Asynchronous Javascript & XML (AJAX) | jQuery | PHP | frameworks
CMS: Joomla | Drupal | Typo3 | Wordpress | Magnolia | Magento

„The days are just packed!“

Personal depiction:

- ✓ versatile | inquisitive | analytical | humorous | communicative | international | hands-on experience | gifted with languages | flexible | intuitive | autodidactic | social skills | bright
- ✓ **feed:** marketing | journalistic interest | social psychology | internet research | investigative | gifted with language | travelling | reading | lifetime learning, studying | 

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