

My linguistic and professional competences and experiences (German-English / English-German) for your international communication



Linguistic Competences

- Translation and proofreading (English-German) for the European Commission (since 2019):
 - Research results of EU-funded scientific projects
 - Summaries of EU guidelines and regulations
 - Information material for the Erasmus programme (including video subtitling)
 - Contents for the Eurostat website (European statistics in partnership with National Statistical Institutes and other national authorities in the EU Member States)
- Website translations (English-German & German-English) covering the fields of technology, architecture, the arts, society and culture
- Translation project management
- 15 years of professional and life experience in England, specialising in architecture, urban planning and townscape consulting; acquisition of bilingual competence in the English language (spoken and written)
- Writing and editing of reports, business correspondence, proofreading, maintaining and editing websites in the English language, predominantly in the subject areas of architecture, historic and scientific research, townscape as well as the arts
- Presentation at the international conference 'ICSC 2009' in Rome and publication of my technical-scientific paper in the specialist fields of architecture / urban planning / spatial cognition (in English)
- Proofreading workshop in England (Certificate)
- Master's programme in England (UCL London, England)
- German is my native language; born and raised in Germany
- CAT-Tools: SDL Trados Studio 2019 (own licence), memoQ, Memsource

Subject-Specific Competences

- 8 years of managing schemes at architectural & townscape consultancy (London, England)
- Completed postgraduate master's degree 'MSc' in Space Syntax – 'Advanced Architectural Studies' (UCL London, England)
- 6 years of professional experience, primarily in urban land use planning and technical assessment of building applications (Munich, Germany)
- 7 years of stage design / set design for theatre and film on a project-by-project basis
- Diploma in architecture 'Dipl.-Ing. (FH)' (University of Applied Sciences in Munich, Germany)

CURRICULUM VITAE

Alexandra Brettel

Translation and Website Maintenance – Germany and England

Since 09/2019

Freelance, self-employed translator (GER+ENG)

- biLinguaPRO, bilingual language services: www.bilinguapro.com
- Translation, proofreading and subtitling EN-DE / DE-EN
- Private tutor for German conversation

08/2018-08/2019

heilergeiger architects and urban planners bda, Kempten (GER)

- Translation of company website and business correspondence, from German to English
- Website maintenance (Wordpress) and restructuring of company website, in German and English www.heilergeiger.de
- Checking and approving invoices, cost recording and cost controlling

02/2017-07/2018

Citydesigner / Architecture Steiner, London and Brighton

- Management of website (Squarespace) and graphic design for the international project 'ARTKITEKTURA Festival of Architecture and the Arts' (in English)
- New design (Squarespace) for website 'architecturesteiner' (in English)

06/2013-02/2017

Maternity Leave / Parental Leave

Townscape Consultancy – England

10/2005-06/2013

Richard Coleman Citydesigner, London

Scheme Manager, Townscape Consultancy

- Close collaboration and communication (in English) with architects, developers, authorities and stakeholders
- Directing the writing and desktop-publishing of reports (in English) relating to 'Townscape, Heritage and Visual Assessment'
- Visual assessment of the effects of planned buildings or building blocks on the existing townscape (England)
- Desktop-publishing with Adobe In-Design and Photoshop
- Supervision of assistants carrying out supporting research and desktop-publishing tasks
- Preparation of 'Proof of Evidence' (in English) for a prominent building development project in London, for the Public Inquiry heard in court

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Alexandra Brettel

Architecture and Urban Planning – Germany

- 04/1998-09/2004 **Landratsamt Munich (GER, local planning authority)**
- Technical examination and assessment of urban land-use plans during the draft planning procedure
 - Technical examination and assessment of building applications
 - Participation in the task force for Public Relations

Film and Theatre – Germany

- 2000 **'Alcina'**
Opera production Theaterakademie August Everding, Munich
Stage Design assistant to Christiane Reikow
- 1999 **'Vampirwind'**
Short film directed by Ileana Cosmovici, Munich
Set Design and Props
- 1999-2000 **'Ukulele Blues'**
Short film directed by Gil Mehmert, Munich
Set Design and Props
- 1997 **'Jagd nach CM 24'**
TV movie directed by Peter Ristau, Bavaria
Location scout in south Germany
- 1995 **'Der schönste Mann der Welt'**
TV movie directed by W. Heine, Munich
Assistant to Set Designer (Myriande Heller) including the supervision of studio construction works
- 1994-1995 **'Transatlantis'**
Movie directed by Christian Wagner, Bavaria
Trainee to Set Designer (Myriande Heller)

Education

- 09/2004-09/2006 **University College London – 'Bartlett' School of Graduate Studies**
Master of Science 'MSc' in 'Advanced Architectural Studies'
(later renamed into 'Space Syntax: Architecture and Cities')
- 10/1991-03/1997 **University of Applied Sciences Munich**
Architectural course with diploma 'Dipl. Ing. (FH)'
- 11/1990-10/1991 **Technical University Munich**
Studies of Electrotechnical Engineering (two semesters)
- 05/1990 **Abitur (equivalent to A-Levels – Gymnasium, Kempten)**

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Alexandra Brettel

Further Knowledge and Interests

Computer Skills

- Microsoft Office: very good knowledge of Word, Excel, Powerpoint
- Adobe Graphic Design: good knowledge of Photoshop and In-Design
- Website design with Squarespace: good knowledge
- Website design and maintenance in Wordpress: good knowledge
- CAT Tools: SDL Trados, memoQ, Memsource: good knowledge

Languages

- German: Mother tongue
- English: Bilingual competence
- Italian: Basic knowledge

Publication

Presentation and discussion of my technical-scientific paper (in English) at the '4th International Conference on Spatial Cognition' (ICSC) 2009 in Rome.

Publication of the paper by Springer Verlag:

'The effects of order and disorder on human perception and cognition in navigating through urban environments.'

Published in 'Cognitive Processing (10339)', Springer Verlag, 08/2009.

Link: [Publication by Springer Verlag](#)

Link: [Download from Discovery UCL](#)

Interests and cultural engagement

Music

- Bass player in Indie-Pop/-Rock groups in Munich and London
- Organ and piano lessons from age 7 to 17
- Award winning participation in music competitions

Dance

- Modern/contemporary dance in Munich and London from age 12
- Latin American formation dance in Kempten
- Participation in dance tournaments (pair dance and formation) as well as performances at private and public events

Cultural work

- Writing reviews and conducting interviews with musicians for the music fanzine 'b-side'
- Cultural tutor in the 'Studentenstadt Freimann' (1994-1995, large student housing area in Munich)
- Member of the organisation team for the annual music and theater festival 'StuStaCulum' in the 'Studentenstadt Freimann' Responsible for band selection, artist/stage management and press relations (1994-1995, Munich)