



**SKRIVA**  
Training, Writing  
& Translation Agency

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## Foreign Language Teacher & Translator Riding Instructor

**ENJOY LEARNING & LEARN TO ENJOY**  
One learns better when enjoying it!

### PROFESSIONAL EXPERIENCE

#### FOREIGN LANGUAGES

**LEARNLIGHT**, World leading language training platform **2021 - ...**  
**German trainer** for adults, online intra-entreprise training, Level A1 to C2

**ST BENOÎT-MAUPERTUIS SECONDARY SCHOOL**, Le Mans, France (F) **2018 - ...**

**ST JOSEPH LASALLE SECONDARY SCHOOL**, Pruillé le Chétif (F) **2017 - ...**

**STE CATHERINE VOCATIONAL SECONDARY SCHOOL**, Le Mans (F) **2015-2017**

**4 VENTS SECONDARY SCHOOL**, Le Lude (F) **2014-2015**

**German teacher** for secondary and higher education classes, and for vocational classes in commerce and hotel & catering industry

**English trainer** for apprentices in hotel & catering industry

#### RIDING

**LA GERMINIÈRE AGRICULTURAL SECONDARY SCHOOL**, Rouillon (F) **2017-2018**  
**Hippology teacher** and **Riding instructor** for secondary classes

**EQUIPULSE**, Professional training centre, Le Mans (F)  
Continuing vocational block-release **trainee** as **horseriding instructor**

◆ **Vibraye Équitation**, Vibraye - **Tutor:** Camille Boudier **2014-2016**  
→ **BPJEPS Activités Équestres**, mention Équitation  
French official Horseback Riding Instructor degree

◆ **Vallon Juigné**, Allonnes - **Tutor:** Sylvain Foucault **2013-2014**  
→ **CQP ASA Équitation**, mention Cheval  
First official riding teaching state acknowledged degree

#### MANAGER

**SKRIVA**, Le Mans (F)

Agency offering services in **foreign languages** continuing **education** (English and German), in **translation** and **interpretation**.

◆ **2010 - ...**: Training and translation missions for SMEs, large-scale retailing & distribution industry, tourist offices, associations, paramedic professionals, craftsmen, private individuals, etc...:

◇ Design of English modules and leading training sessions: Leclerc

◇ In equine language specialized translations of websites, articles and technical documentation: Veredus, Sergio Grasso, Société Hippique Percheronne de France (SHPF), Yu Sports

◇ Support and interpreting missions in Europe: SHPF, Bergquell Brauerei (Löbau, Germany)

◆ **2005 -2012**: Work in collaboration with organizations involved in major training projects for specific business applications

**Clients:** Michelin, PSA, Sanofi-Aventis, FNAC, Bolloré Africa Logistics, Galeries Lafayette, Arcelor, Cogestib, ...

**2004 to 2012** (in parallel to my own freelance activity)

« À FLEUR DE PEAUX » saddlery then **AFP Ltd**, Le Mans, France

◆ Administrative & Business Manager, Customer and Supplier follow through

◆ Management of the online saddlery « Le Cuir en Selle »



## PROFESSIONAL EXPERIENCE - Following

### 1994 to 2001

**TEXAS INSTRUMENTS**, Villeneuve Loubet, France  
Trilingual Personal Assistant to the European Vice-President, Terminals Division

**CROMEDICA s.a.s.**, CRO, Nice, France  
Trilingual Personal Assistant to the Operations Director for France

**ABS**, Sophia Antipolis, France  
International Business Office Manager

**HILL'S PET NUTRITION**, SNC, Sophia-Antipolis, France  
Sales Administrator

**ARCADE EUROPE**, Paris, France  
Trilingual Personal Assistant to the Managing Director

### 1998 to 1999 Manager

**LA BOITE À LETTRES**, Cap d'Ail, France (one-person business)  
Specialist in public letter-writing, translation and secretarial teleworking  
"Get Going in France" passport and finalist in the 1999 Young Talents contest

## EDUCATION

- ◆ **2020-2021: Teaching French as Foreign Language Certificate** (Cavilam)  
Course CAVILAM-MOOC, **Certificates** CAV-001 & CAV-002
- ◆ **2019:** **CAER, Allemand**  
**French Teaching Degree** for Secondary Schools in **German**
- ◆ **2014-2016:** In Training to obtain the « **BPJEPS, Activités Équestres** »  
French official Horseback Riding Instructor degree  
Equipulse, Professional training centre, Le Mans, France  
*8 Units of the diploma out of 10 obtained so far*
- ◆ **2014:** Obtained **CQP ASA, Équitation**, mention **Cheval**  
First official riding teaching state acknowledged degree
- ◆ **1993:** Diploma in **Translating and Interpreting**, ISIT, Paris  
Three languages: **French, German and English**  
**Specialism:** international affairs, option external relations
- ◆ **1990-1991:** Diplomas from the Paris Franco-British and Franco-German  
Chambers of Commerce and Industry

## SPECIAL SKILLS

### LANGUAGES

- ◆ **French:** CEFR Level **C2** - Native speaker
- ◆ **German:** CEFR Level **C2** - Native Speaker (second mother tongue)
- ◆ **English:** CEFR Level **C1** - Near native
- ◆ **Swedish:** CEFR Level **B1** - Good command

### IT SKILLS

- ◆ Office 365 : Word, Excel, PowerPoint, Publisher & Outlook
- ◆ SAP (SD, PA, OM), SAGE, ISOFLEX, E-Temptation, Winshop, l'CAR DMS

### WRITING

**Author activity dedicated website** [www.taniazimen.fr](http://www.taniazimen.fr)

**Writing and publishing of two books:**

- ◆ « *Marine et Marinette / Cent jours* », Éditions Thélès, 2007 & Amazon, 2021
- ◆ « *April ou l'heure enchantée* », Éditions Vérone, Paris, 2021

## PERSONAL DETAILS

- ◆ **Date of Birth:** May 13th, 1969
- ◆ **Nationality:** Dual French and Swedish
- ◆ **Marital status:** Divorced, 4 children
- ◆ **Driving Licence:** **B** (light vehicle), **EB** (van-trailer), **C** (heavy vehicle)

