

# DE RUYVER Janine

## Languages :

- **Dutch** (mother tongue)
- **French** (mother tongue)
- **English** (written and spoken)
- **Spanish** (written and spoken)
- **Italian** (written and spoken)
- **German** (good notions)
- **Portuguese** (good notions)

## Education :

- **Translator's Master's Degree at HOGER RIJKSINSTITUUT voor VERTALERS & TOLKEN, Brussel**  
(Higher Royal Institute for Translators and Interpreters, Brussels)  
Thesis : "Gli arcaismi in Pinocchio", p. 350, in Italian, glossary

## Lived extensively in the following countries :

- *Florence, Italy (2 years)*
- *Luanda, Angola (2 years)*
- *Algiers, Algeria (4 ½ years)*
- *Tripoli, Lybia (almost 5 years)*
- *Prague, Tchechoslovakia (1 year)*
- *Buenos Aires, Argentina (2 years)*
- *Mexico City, Mexico (almost 10 years)*

## Experience :

- **BANCA NAZIONALE DEL LAVORO, Brussels**  
Secretary of the Italian General Manager :
  - Translations
  - Executive assistant at international exhibitions in East Germany and Italy – interpreting and translating jobs
  - Public relations & organizing contacts for Italian businessmen
- **SAAB-SCANIA, Brussels**  
Secretary of the Swedish General Manager :
  - Public relations & executive assistance
  - Translation work and interpreting for the CEO
- **BELGIAN EMBASSY in Luanda, Angola**  
Executive secretarial responsibility, translations jobs
- **BELGIAN EMBASSY in Algiers, Algeria**  
Executive secretarial responsibility, economical missions, translations
- **BELGIAN EMBASSY in Mexico City, Mexico**  
Secretary for the Consul :
  - Contacts with the public
  - Economical missions
  - Executive assistance at the Consulate
  - Translating and interpreting jobs
  - Reception V.I.P.'s – public relations

## Interests :

Writing, reading, cooking, cultural activities, sports