

## Curriculum Vitae

### Oliver Dirs

**LOCATION:** Bath, UK      **NATIONALITY:** British      **E-MAIL:** [oliver@hilltop-lang.co.uk](mailto:oliver@hilltop-lang.co.uk)  
**TEL.:** +44 (0)7565 300180      **SKYPE:** oliver.dirs      **WEB:** [hilltop-lang.co.uk](http://hilltop-lang.co.uk) / [editpro.co.uk](http://editpro.co.uk)  
**MEMBERSHIP:** Assoc. Mem., Swedish Assoc. Profess. Translators; Career Affiliate, ITI

#### PERSONAL STATEMENT

I am a Swedish to English translator and copy-editor with a proven record of producing high-quality business, financial and marketing content in English for some of Sweden's leading companies. Together with my wife Louise, I write engaging, professional copy with a creative flair and attention to detail that come from working as a team.

#### SWEDISH TO ENGLISH TRANSLATION / ENGLISH COPY-EDITING SUBJECT AREAS

- **Business & finance:** Annual and interim reports, sustainability reports, investment research, economic analyses, business plans, presentations, contracts, tenders, CVs.
- **Marketing:** B2B and consumer marketing copy, advertising, press releases, brand ID.

#### EMPLOYMENT HISTORY

**Aug. 2010 to date: Translator and Copy-editor, Hilltop Language Ltd, Bath, England**  
I specialise in translating and copy-editing business, financial and marketing material.

**Oct. 2008 – July 2010: Translator/Editor, Oliver Dirs Translation & Edit., Stockholm**  
As a self-employed translator and editor I worked with a wide range of business material.

**March – Sept. 2008: Equity Research Editor (temp.), Kaupthing Bank, Stockholm**  
I provided quick and accurate English editing of analyses on leading Nordic companies.

**Sept. 2007 – Feb. 2008: Editor (temp.), Standard & Poor's (see below)**

**Oct. 2006 – Aug. 2007: Headlines Editor, Bloomberg News, Stockholm**  
At this financial news agency I wrote and published headlines in response to breaking business news, as well as writing news stories and summarising Swedish press articles.

**Aug. 2000 – Sept. 2006: Senior Editor, Standard & Poor's, Stockholm**  
At this credit ratings agency I copy-edited analyses and commentaries about leading companies and banks, local governments and national economies for an international investor audience. I also wrote press releases and industry commentary articles.

**May – Aug. 2000: French to English Translator, BNP Paribas, London**  
I translated and edited material such as investment prospectuses and equity research reports for the investment banking department of this international bank.

**Sept. 1998 – April 2000: French to English Translator, Arthur Andersen, Paris**  
At this international audit and consulting firm I translated and edited business consulting reports, audits and corporate legal proceedings for blue-chip companies.

#### EDUCATION

1997-1998    The University of Leeds, England  
**M.A. Applied Translation Studies (Russian and French) – Distinction**

1990-1994    The University of Leeds  
**B.A. Honours Degree in Russian Studies with French – Class 2.1**

1983-1990    The Champion School, UK: **4 A Levels, 11 GCSEs**

#### EQUIPMENT & RESOURCES

- Microsoft Word, Excel and PowerPoint 2010; PDF-XChange editor.
- MemoQ translation memory software (compatible with SDL Trados), vers. 6.2.6 Pro.
- Extensive use of online research and specialist dictionaries and glossaries.

#### INTERESTS

- I play guitar, jog, paint and enjoy recording and mixing music.