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Translation work

November 2014 **French and Spanish to English translator and editor specialising in sociology and related disciplines**
to present

I have translated and edited publications, collections and articles across subject areas including: sociology; Science and Technology Studies; environmental history; and accounting history for academics at the following institutions:

- Harvard University/London School of Economics
- *École des hautes études en sciences sociales* (EHESS)
- *Centre national de la recherche scientifique* (CNRS)
- ETH Wohnforum

Professional bodies and continuing professional development

- Associate Member of the Chartered Institute of Linguists (CIOL)
- Career Affiliate Member of the Institute of Translation & Interpreting
- Active participant in translation, writing, and editing workshops, exhibitions and events, including: Getting Started in the Translation Industry (CIOL); Trados Studio 2015 (UCL); International Translation Day; Translation Masterclass (London Review of Books); Yorkshire Translators and Interpreters network events; Sheffield's Off the Shelf festival; IT Skills and the Translator workshop (University of Westminster); and Proz.com conferences and a contest
- Member of a creative writing group, a reading group and a French reading group

Other professional experience

September 2008 **Deputy Chief Sub-editor, BMI Research – a Fitch Group Company**
to March 2015
I co-managed a team of 15 sub-editors at a global research firm specialising in linking macroeconomic, industry and financial market analysis. My responsibilities included: scheduling a portfolio of 1,300-plus reports per quarter online and in print; budget management; quality control; product development; updating the style guide; recruitment and training; analyst training in media law and writing skills.

October 2005 to **Newsroom Editor, Business Wire – a Berkshire Hathaway Company**
May 2008
I proofread, formatted and distributed press releases, and was the main point of contact for Business Wire's Paris office, where I was acting newsroom supervisor.

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| July 2002 to January 2005 | Editor, <i>InMadrid</i> As editor of Madrid's main English-language publication my responsibilities included: coordinating the editorial team; commissioning content; copy-editing; feature writing; picture sourcing; art direction; and budget management. |
| September 2000 to June 2005 | English Teacher In academies including International House Madrid and to private students. |
| 1999 to present | Freelance Journalist I have contributed to the <i>le cool London</i> alternative cultural agenda since it began in 2007 and was blog editor between 2010 and 2013. Other contributions include: <i>Time Out Madrid</i> ; the <i>Yorkshire Post</i> ; and the <i>Darlington & Stockton Times</i> . |

Education and qualifications

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| 2015 | Diploma in Translation (DipTrans), CIOL Passed papers: 1 (translation of a general text), 2 (translation of a semi-specialised business text), and 3 (translation of a semi-specialised social sciences text) |
| 2013 | DipTrans Preparation Course, University of Westminster Taught by Karen Stokes – CIOL Fellow and Chair |
| Spring 2009 | Economic Principles, University of Birkbeck Fast-track course based at the London School of Economics |
| January to March 2002 | Postgraduate Course in Magazine Journalism, PMA PTC-approved course covering all aspects of magazine journalism and publishing |
| August 2000 | Certificate in Teaching English to Speakers of Other Languages, International Language Institute, Leeds CELTA TEFL immersive course in English-language teaching to foreign students |
| 1996 to 2000 | BA Dual Honours in English and French, University of Sheffield Awarded class 2.1 (one year at the <i>Université de Haute Bretagne, Rennes</i>) |
| 1989 to 1996 | Richmond School, North Yorkshire A Levels: French (A), History (A), English Literature (B), General Studies (B); 9 GCSEs |

Skills

- A natural, high standard of written English
- Professional fluency in French and Spanish (native English speaker)
- Proven track record in meeting deadlines
- Software: SDL Trados Studio 2015; Adobe InDesign; content management systems; Office software including Microsoft Word, Excel and PowerPoint

References available on request